

SHELBY COUNTY GOVERNMENT JOB RECLASSIFICATION STUDY BY HR COMPENSATION

CURRENT POSITION/EMPLOYEE REVIEWED

Advisor: Tarlesha Gales

Job Evaluation Date: September 13, 2016

Job Title: Social Worker A

Current Grade: 48

Division/Cost Center: General Sessions Drug Court

Current Job Code: A3478

Positions Nbr(s): 100616

Employee Name(s): Stephen, Angela

Employee Nbr(s): 15550

Employee Type: Unclassified

FLSA: Exempt

RATIONAL FOR JOB RECLASSIFICATION STUDY

Position reviewed for correct grade assignment per department request

COMPENSATION ANALYSIS AND FINDINGS

Supervisory Responsibility

2-5 The employee has responsibility for planning, designing, and carrying out programs, projects, studies, or other work independently. Results of the work are considered as technically authoritative and are normally accepted without significant change.

Nature of Guidelines Followed

3-3 Guidelines are available, but are not completely applicable to the work or have gaps in specificity. The employee uses judgement in interpreting and adapting guidelines. The employee analyzes results and recommends changes.

Complexity of Job

4-4 The work requires making many decisions concerning such things as the interpreting of considerable data, planning of the work, or refining the methods and techniques to be used.

Scope of Position

5-4 The work product or service affects a wide range of agency activities, major activities of industrial concerns, or the operation of other agencies.

RECOMMENDATION: Manager B, gr. 53

POSITION TYPE: 221 Durational/Unclassified/Local

FLSA: Exempt

[Signature] 9/13/2016
HR Administrative Services Mgr. Date

[Signature] 9/14/16
HR Deputy Administrator Date

JOB CONVERSION RESULTS

TO: Angela Parkerson, Court Administrator FROM: Tarlesha Gales
 Division/Department: General Sessions Drug Court Positions Nbr(s): 100616
 Employee Name(s): Stephen, Angela N. Employee Type: Unclassified
 Employee Nbr(s): 15550 FLSA: Exempt

	CURRENT ASSIGNMENT	NEW ASSIGNMENT
Job Title:	Social Worker A	Manager B
Job Code:	A3478	A1336
Grade:	48	53
Rate of Pay (pp):	\$1,997.49 (\$47,939.76 ann.)	\$2375.00 (\$57,000 ann.)
Position Type:	221	221

Grade: 53	Minimum	Midpoint	Maximum
Pay Range (pp):	\$2,065.83	\$2,582.29	\$3,098.75

Effective Date: September 16, 2016

A copy of the job evaluation has been enclosed for your records. Please provide incumbent(s) with a copy of the job evaluation results.

Job Description:

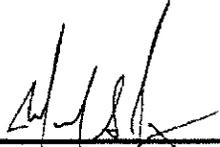
The attached job description was developed as part of the job evaluation. The description will be placed on file as the official job description for this job. This is the job description that should be submitted for any future job postings.

Implementation of the Evaluation Results:

An EIC form must be completed and forwarded through Liquid Office to implement the results of the evaluation.

Note: A Retro Pay Form may be necessary. If so, please forward through Liquid Office.

Please contact your Compensation Advisor if you have any questions.



 HR Administrative Services Manager

9/13/2016

 Date

cc: **Wanda Richards**
 Attachments: Job Evaluation Results and Job Description, if Applicable