Position Classification Procedures are under the direction of the Director of Human Resources Operations. Procedures includes:

1. Classify job descriptions of all newly authorized positions and assign a salary grade level and title to each new position;
2. Evaluate jobs by objective criteria based on the duties and responsibilities assigned to the positions, and not on the incumbent’s personal qualifications or ability.

History

- July 1987
- Revised July 1989
- Revised July 1996
- Revised January 2004
- Revised April 2008

Editorial Revision December 2016 (revised position titles)