As of: 3/1/25

Job Code	Job Title	Salary Plan	Grade
HRM010	Mgr, Human Resources	SWD	М
Min Salary \$56,310.72		Salary 577.24	Max Salary \$91,043.76
Joh Summ	2224	Entry Qualific	cations
Job Summary Manages human resource management and/or human resource development activities of an organization to maximize the strategic use of human resources. Maintains functions such as employee compensation, recruitment, policy development, and regulatory compliance. Oversees the development and implementation of human resources policies. Directs subordinate supervisors and staff.		High school diploma/GED and three (3) years of managerial or supervisory experience in human resources. Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over- year.	
Job Code	Job Title	Salary Plan	Grade
HRM011	Mgr 2, Human Resources	SWD	Ν
Min Salary	Mid	Salary	Max Salary
\$62,331.12	\$81,9	955.29	\$101,579.45
Job Summ	hary	Entry Qualific	cations
resource development a maximize the strategic u functions such as emplo policy development, and the development and in policies. Directs subordi	nanagement and/or human activities of an organization to use of human resources. Maintains yee compensation, recruitment, d regulatory compliance. Oversees aplementation of human resources nate supervisors and staff. Will of agency staff or have large scope agency.	High school diploma/GED and or supervisory experience in h years of experience required a Human Resources (HRM010) o equivalent.Note: An equivalen knowledge, education, job or i certifications that provides the skills to successfully perform t be substituted year-over-year.	uman resources; or two (2) at the lower level Mgr, or position t combination of ntern experience, training, or e necessary knowledge and he job at the level listed may
Job Code	Job Title	Salary Plan	Grade
HRM012	Sr Mgr, Human Resources	SWD	0
Min Salary \$69,134.16		Salary 309.47	Max Salary \$113,484.78
Job Summary Directs and coordinates human resource management and/or human resource development activities of an organization to maximize the strategic use of human resources. Maintains functions such as employee compensation, recruitment, policy development, and regulatory compliance. Oversees the development and implementation of human resources policies. Directs		Entry Qualifications High school diploma/GED and five (5) years of managerial or supervisory experience in human resources; or two (2) years of experience required at the lower level Mgr 2, Human Resources (HRM011) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may	
subordinate managers a	inu staff.	skills to successfully perform t	

be substituted year-over-year."

As of: 3/1/25

Job Code	Job Title	Salary Plan	Grade
HRM013	Dir, Human Resources	SWD	Р
Min Salary	Mi	d Salary	Max Salary
\$76,821.60	\$101	.,879.70	\$126,937.80
Job Summa	arv	Entry Qualifica	ations
Oversees human resource resource development ac maximize the strategic us functions such as employ policy development, and the development and imp	e management and/or human ctivities of an organization to se of human resources. Maintains ee compensation, recruitment, regulatory compliance. Oversees plementation of human resources ship to subordinate managers and	High school diploma/GED and s supervisory experience in huma years of experience required at Human Resources (HRM012) or equivalent.Note: An equivalent knowledge, education, job or ir certifications that provides the skills to successfully perform th be substituted year-over-year.	an resources; or two (2) the lower level Sr Mgr, position combination of tern experience, training, or necessary knowledge and
Job Code	Job Title	Salary Plan	Grade
HRM020	HR Business Partner	SWD	М
Min Salary \$56,310.72		d Salary 9,677.24	Max Salary \$91,043.76
Job Summa		Entry Qualifica	ations
business objectives with designated client business strategic consultation on anticipating, assessing, an for strategic and/or innov implements and/or evalue address the organization requirements. The HRBP business literacy about the	king relationships with cross the enterprise; aligning employees and management in as units; providing tactical and human resources matters, and nd addressing HR-related needs vative solutions. Develops, nates business strategies to 's ongoing human resource maintains an effective level of ne organization's operational strategic goals, culture of work,	High school diploma/GED and e professional level human resou provided a hands-on working k human resource functions.Note combination of knowledge, edu experience, training, or certifica necessary knowledge and skills job at the level listed may be su	rce experience that nowledge across multiple e: An equivalent acation, job or intern ations that provides the to successfully perform the
Job Code	Job Title	Salary Plan	Grade
HRP010	HR Generalist 1	SWD	J
Min Salary \$41,569.83		d Salary 4,428.52	Max Salary \$67,287.20
Job Summary		Entry Qualifications	
Under supervision, provides multiple human resources services in support of an organization. Responsible for daily transactions, recruitment, benefits, training and other human resource functions.		High school diploma/GED and two (2) years of human resource experience.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.	

As of: 3/1/25

skills to successfully perform the job at the level listed may

be substituted year-over-year.

Job Code	Job Title	Salary Plan	Grade
HRP011	HR Generalist 2	SWD	К
Min Salary		Mid Salary	Max Salary
\$44,998.81		\$59,143.37	\$73,287.92
Job Summary Under general supervision, provides multiple human resources services in support of an organization. Responsible for daily transactions, recruitment, benefits, training and other human resource functions.		Entry Qualifications High school diploma/GED and four (4) years of human resource experience; or one (1) year of experience required at the lower level HR Generalist 1 (HRP010) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.	
Job Code	Job Title	Salary Plan	Grade
HRP012	HR Generalist 3	SWD	L
Min Salary \$50,982.94		Mid Salary \$66,351.55	Max Salary \$81,720.15
Job Summai		Entry Q	ualifications
Under broad supervision, i resources functions, includ	may serve as a lead in human ling compensation, benefits, ations, and personnel/payroll the work of transactions	human resource experie required at the lower lev position equivalent.Note knowledge, education, jo certifications that provid	D and five (5) years of professional nce; or one (1) year of experience yel HR Generalist 2 (HRP011) or e: An equivalent combination of ob or intern experience, training, or les the necessary knowledge and form the job at the level listed may r-year.
Job Code	Job Title	Salary Plan	Grade
HRP013	HR Generalist Spv	SWD	Μ
Min Salary \$56,310.72		Mid Salary \$73,677.24	Max Salary \$91,043.76
Job Summai	rv	Entry Q	ualifications
Supervises, guides, and/or instructs the work assignments of subordinate staff. Supervises human resources functions, including compensation, benefits, recruitment, transactions, operations and employee relations in suppor of an organization. Develops and implements personnel policies consistent with overall agency objectives.		High school diploma/GED and seven (7) years of professional human resource experience, which includes three (3) years in a lead worker, team leader, or supervisory role; or one (1) year of experience required at the lower level HR Generalist 4 (HRP014) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and	

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Job Code	Job Title	Salary Plan	Grade
HRP014	HR Generalist 4	SWD	М
Min Salary \$56,310.72		Salary 677.24	Max Salary \$91,043.76
Job Summar	N .	Entry Qualificat	tions
Job Summary Under limited supervision, performs high level human resources functions, that includes, but not limited to talent management, compensation, employee benefits, training and development, compliance, workplace safety, and employee relations in support of an organization. Assist in the development and implementation of personnel policies consistent with overall agency objectives.		High school diploma/GED and six (6) years of professional human resource experience; or one (1) year of experience required at the lower level HR Generalist 3 (HRP012) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.	
Job Code	Job Title	Salary Plan	Grade
HRP020	HR Spec 1	SWD	J
Min Salary	Mid	Salary	Max Salary
\$41,569.83	\$54,4	428.52	\$67,287.20
		Entry Qualificat High school diploma/GED and or experience in human resources. combination of knowledge, educ experience, training, or certificat necessary knowledge and skills t job at the level listed may be sub	ne (1) year of job-related Note: An equivalent cation, job or intern tions that provides the to successfully perform the
Job Code	Job Title	Salary Plan	Grade
HRP021	HR Spec 2	SWD	К
Min Salary \$44,998.81		Salary 143.37	Max Salary \$73,287.92
Job Summar	v	Entry Qualificat	tions
Under general supervision, provides analysis, research and technical expertise in a specific area of personnel within an organization. Assists with projects that have a significant impact to the agency.		High school diploma/GED and two (2) years of job-related experience in human resources; or one (1) year of experience required at the lower level HR Spec 1 (HRP020) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed	

may be substituted year-over-year.

As of: 3/1/25

Job Code	Job Title	Salary Plan	Grade
HRP022	HR Spec 3	SWD	L
Min Salary \$50,982.94		Salary 351.55	Max Salary \$81,720.15
Job Summary Under broad supervision, provides analysis, research and technical expertise in one or more areas of personnel. Designs, plans and conducts, from concept to completion, projects with significant impact on the agency. May serve as lead worker.		Entry Qualifications High school diploma/GED and three (3) years of job-related experience in human resources; or one (1) year of experience required at the lower level HR Spec 2 (HRP021) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.	
Job Code	Job Title	Salary Plan	Grade
HRP023	HR Spec Spv	SWD	М
Min Salary \$56,310.72		Salary 677.24	Max Salary \$91,043.76
Job Summary Supervises, guides, and/or instructs the work assignments of subordinate staff. Supervises at least one function, such as job development and analysis, compensation, recruitment, benefits analysis, exam development, employee relations, and/or policy development. Supervises all activities related to area of expertise.		Entry Qualifications High school diploma/GED and five (5) years of job-related experience in human resources, which include one (1) year in lead worker, team leader, or supervisory role; or one (1) year of experience required at the lower level HR Spec 4 (HRP024) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.	
Job Code	Job Title	Salary Plan	Grade
HRP024	HR Specialist 4	SWD	М
Min Salary \$56,310.72		Salary 677.24	Max Salary \$91,043.76
Job Summary Under limited supervision performs at an advanced level in at least one function, such as job development and analysis, compensation, recruitment, benefits analysis, exam development, employee relations, and/or policy development. Performs all activities related to the area of		Entry Qualifications High school diploma/GED and four (4) years of related professional human resources experience in one or more of the areas of assignment; or one (1) year of experience required at the lower level HR Spec 3 (HRP022) or position equivalent.Note: An equivalent combination of	

exam development, employee relations, and/or policy development. Performs all activities related to the area of expertise. Provides advance level analysis, research, and technical expertise in a specific area of personnel within an organization. Assists with projects that have a significant impact on the agency. High school diploma/GED and four (4) years of related professional human resources experience in one or more of the areas of assignment; or one (1) year of experience required at the lower level HR Spec 3 (HRP022) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.

As of: 3/1/25

Job Code	Job Title	Salary Plan	Grade
HRP050	HR Analyst 1	SWD	G
Min Salary \$33,042.45		Salary 703.38	Max Salary \$52,364.30
Resource Management to program activities. Po for salary and benefit ac classification programs,	orms duties for a variety of Human programs and provides assistance erforms data collection and analysis dministration, salary, benefit and compensation and benefit in the development of policies and	Entry Qualifications High school diploma/GED and three (3) years of experience performing human resources related functions; or one (1) year of experience required at the lower level HR Tech 3 (HRT012) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year."	
Job Code	Job Title	Salary Plan	Grade
HRP051	HR Analyst 2	SWD	Н
Min Salary \$35,618.70	\$46,:	Salary 245.72	Max Salary \$56,872.73
Human Resource Mana assistance to program a and analysis for salary a benefit and classificatio benefit program design	nary ion performs duties for a variety of gement programs and provides activities. Performs data collection and benefit administration, salary, n programs, compensation and , assists in the development of and supports special projects.	Entry Qualifi High school diploma/GED and performing human resources (1) year of experience require Analyst 1 (HRP050) or positio equivalent combination of kn intern experience, training, o the necessary knowledge and the job at the level listed may year.	d four (4) years of experience job-related functions; or one ed at the lower level HR n equivalent.Note: An owledge, education, job or r certifications that provides I skills to successfully perform
Job Code	Job Title	Salary Plan	Grade
HRP052	HR Analyst 3	SWD	I
Min Salary \$38,452.58		Salary 142.29	Max Salary \$61,832.00
Human Resource Mana assistance to program a	nary n, performs duties for a variety of gement programs and provides activities. Performs data collection and benefit administration, salary,	Entry Qualifi High school diploma/GED and performing human resources (1) year of experience require Analyst 2 (HRP051) or positio	d five (5) years of experience job-related functions; or one ed at the lower level HR

and analysis for salary and benefit administration, salary, benefit and classification programs, compensation and benefit program design, assists in the development of policies and programs, and supports special projects. Owns assigned tasks. May serve as a lead or train staff. High school diploma/GED and five (5) years of experience performing human resources job-related functions; or one (1) year of experience required at the lower level HR Analyst 2 (HRP051) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-overyear.

As of: 3/1/25

job at the level listed may be substituted year-over-year.

Job Code	Job Title	Salary Plan	Grade	
HRP053	HR Analyst Spv	SWD	J	
Min Salary	Mid	Salary	Max Salary	
\$41,569.83	\$54,	428.52	\$67,287.20	
Job Summar	v	Entry Qualifications		
Supervises, guides, and/or instructs the work assignment of subordinate staff, and aspects of compensation and/or benefits and/or employment functions to ensure utilizati of state resources. Identifies and resolves complex employee relations, administrative or operation problem May direct staff in appropriately processing personnel transactions and conducting standard operations.		High school diploma/GED and six (6) years of experience performing human resources job-related function, which includes two (2) years in a lead worker, team leader, or supervisory role; or one (1) year of experience required at		
Job Code	Job Title	Salary Plan	Grade	
HRT010	HR Tech 1	SWD	F	
Min Salary \$30,700.42		Salary 897.56	Max Salary \$47,094.70	
Job Summary		Entry Qualifications		
Under direct supervision, le	earns to enter and process sactions. Compiles and files ches files and furnishes	High school diploma/GED and si experience. Note: An equivalent knowledge, education, job or in certifications that provides the skills to successfully perform the be substituted year-over-year.	t combination of tern experience, training, or necessary knowledge and	
Job Code	Job Title	Salary Plan	Grade	
HRT011	HR Tech 2	SWD	G	
Min Salary \$33,042.45		Salary 703.38	Max Salary \$52,364.30	
			tions	
Job Summary Under general supervision, enters and processes personnel and payroll transactions. Compiles and files employment reports. Searches files and furnishes information to authorized persons.		Entry Qualifications High school diploma/GED and one (1) year of experience performing human resources job-related functions; or one (1) year of experience required at the lower level HR Tech 1 (HRT010) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the		

As of: 3/1/25

Job Code	Job Title	Salary Plan	Grade
HRT012	HR Tech 3	SWD	Н
Min Salary		Salary	Max Salary
\$35,618.70	\$46,7	245.72	\$56,872.73
Job Summary Under broad supervision, processes personnel and/or position actions and resolving related problems. Processes payroll information, distributes paychecks, performs		Entry Qualification High school diploma/GED and two performing human resources job- (1) year of experience required at) (2) years of experience related functions; or one the lower level HR Tech 2
benefit enrollments and/	or claims processing. May serve	(HRT011) or position equivalent.N combination of knowledge, educa experience, training, or certification necessary knowledge and skills to job at the level listed may be subs	tion, job or intern ons that provides the successfully perform the
Job Code	Job Title	Salary Plan	Grade
HRT013	HR Tech Spv	SWD	I
Min Salary \$38,452.58		Salary 142.29	Max Salary \$61,832.00
Joh Summa		Entry Qualification	ons
of subordinate staff. Man personnel office which ty	r instructs the work assignments ages one or more functions of a pically includes verification and el transactions, benefits, record I/or applicant processing.	High school diploma/GED and four performing human resources job- includes one (1) year in a lead wor supervisory role; or one (1) year of the lower level HR Tech 4 (HRT014 equivalent.Note: An equivalent co knowledge, education, job or inter certifications that provides the new skills to successfully perform the job be substituted year-over-year.	r (4) years of experience related functions, which rker, team lead, or f experience required at 4) or position mbination of rn experience, training, or cessary knowledge and
Job Code	Job Title	Salary Plan	Grade
HRT014	HR Tech 4	SWD	I
Min Salary		Salary	Max Salary \$61,832.00
\$38,452.58	\$50,:	142.29	JU1,032.00
Job Summary Under limited supervision, performs one or more functions of a personnel office, typically including verification and authorization of personnel transactions, benefits, record management, payroll and/or applicant processing, personnel and/or position actions, and resolving related		Entry Qualifications High school diploma/GED and three (3) years of experience performing human resources job-related functions; or one (1) year of experience required at the lower level HR Tech 3 (HRT012) or position equivalent.Note: An equivalent combination of knowledge, education, job or intern	

problems. Processes payroll information, performs benefit enrollments and/or claims processing.

experience, training, or certifications that provides the necessary knowledge and skills to successfully perform the job at the level listed may be substituted year-over-year.