



Classification and Compensation Studies

Study Components:

Classification Review

- Employee Completion of Job Analysis Questionnaire, with Supervisor and Jurisdiction Review
- Consultant Interviews with Employees to Review Job Analysis Questionnaires
- Completion of Job Factor Analysis, with GovHR USA proprietary tool
- Review of Classifications for Fair Labor Standards Act Compliance
- Update Job Descriptions

Compensation Review

- Development of Comparable Community Analysis
- Development of Salary and/or Benefits Survey
- Analysis of Salary and/or Benefits Data

Report and Presentation

- Development of a Comprehensive Report with Classification and Compensation plans, including Appendices with Study Materials and Data
- Onsite Presentation to Elected and/or Appointed officials regarding Study Findings and Recommendations
- Training and Ongoing Support of System Use

For more information:

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