

**2015 Greater Rock County Salary & Benefits Survey -  
Co-sponsored by Blackhawk HRA & Rock County 5.0**

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SOLUTIONS

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PLEASE NOTE: THIS FILE REPRESENTS THE ONLINE, TRUNCATED VERSION OF THE 2015 GREATER ROCK COUNTY SALARY & BENEFITS SURVEY RESULTS. THEREFORE, SEVERAL SECTIONS FROM THIS REPORT HAVE BEEN INTENTIONALLY OMITTED.

IF YOU ARE INTERESTED IN RECEIVING A COMPLETE, NON-TRUNCATED VERSION OF THIS REPORT, PLEASE CONTACT:

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# Introduction

Astron Solutions is pleased to present the results of the *2015 Greater Rock County Salary & Benefits Survey*. This is the sixth time that Astron has conducted this local survey. The survey results represent salary and benefits data reported by fifty-three (53) organizations encompassing six-thousand one-hundred (6,100) incumbents in eighty-one (81) positions. In an effort to remain "green," however, this survey report contains survey results only for those positions soliciting five (5) or more responding organizations. Positions with fewer than five (5) respondents are listed below.

- Accounts Receivable Manager
- Administrative Clerk
- Carpenter
- Construction Worker
- Environmental / Sustainability Coordinator
- General Counsel
- General Manager
- Health Aides / Orderlies
- Heavy Equipment Operator
- Inventory Control Planner
- Materials Manager
- Network Engineer
- Order Picker
- Paralegal
- PC Maintenance Technician
- Production Assembler II
- Project Manager
- Quality Senior Engineer
- Retail Sales Manager
- Roofer
- Truck Driver with Class A CDL
- Truck Driver with Class B CDL
- Wholesale Sales Manager

All compensation data are effective as of November 1, 2015.

We would like to express our thanks to all of the organizations that participated in the survey. In addition, we would like to express our thanks to Blackhawk HRA and Rock County 5.0 for sponsoring the study. If you have any questions or suggestions for enhancements to the survey, please contact Jennifer Loftus at (212) 792-8885 or Brendan Williams at (212) 792-8884.

## Survey Methodology

Astron consultants, Blackhawk HRA and Rock County 5.0 leadership jointly designed the web-based survey questionnaire, focusing on the collection of base salary, salary range, incentive, and benefits information. The website address was distributed to all invited participants. Survey jobs were matched by participants on the basis of job responsibilities, organizational level, and scope information provided in survey job descriptions.

Completed survey questionnaires then were reviewed by Astron analysts for completeness and quality. Astron followed up as needed with participants to verify & clarify ambiguous responses and data anomalies. Astron then conducted statistical analyses regarding participants' pay, formal range structure practices, and benefits programs, all of which are the foundation of this report.

## Participant Demographics

### Breakdown of Ownership Status (53 Participants)

Non-profit	18.9%
Public Sector	5.7%
Corporation	34.0%
S-Corporation	13.2%
Limited Liability Corporation	28.3%
Limited Liability Partnership and Other	0.0%

### Breakdown of Industry Status (53 Participants)

Education	5.7%
Financial Services	3.8%
Government	1.9%
Healthcare	7.5%
Hospitality	0.0%
Insurance	0.0%
Manufacturing	62.3%
Real Estate	0.0%
Research / Development	0.0%
Other Service (For-profit)	11.3%
Other Service (Not-for-profit)	7.5%

### Department Payroll Reports to... (53 Participants)

...Accounting	52.8%
...Human Resources	37.7%
...Stand Alone Department	3.8%
...Other	5.7%

## Employee Demographics

### Number of Full-time Employees (53 Participants)

Average	264
P25 – 25th Percentile	55
P50 – 50th Percentile (Median)	130
P75 – 75th Percentile	309

### Number of Part-time Employees (53 Participants)

Average	73
P25 – 25th Percentile	0
P50 – 50th Percentile (Median)	2
P75 – 75th Percentile	24

### Number of Seasonal Employees (14 Participants)

	(Figures based on organizations with seasonal employees)
Average	34
P25 – 25th Percentile	4
P50 – 50th Percentile (Median)	6
P75 – 75th Percentile	14

### Percentage of workforce on short-term layoff (2 Participants)

	(Figures based on organizations with employees on layoff)
Average	10.5%

### Percentage of workforce on long-term layoff (3 Participants)

	(Figures based on organizations with employees on layoff)
Average	13.8%
P50 – 50th Percentile (Median)	1.0%

### Expected return of temporarily laid-off employees (3 Participants)

- Responses:
- End of winter.
  - After the first of the year.
  - June 2016.

## Employee Demographics (continued)

### Average Full-time Employee Workweek Length (Hours) (52 Participants)

Average	39.8
P25 – 25th Percentile	40.0
P50 – 50th Percentile (Median)	40.0
P75 – 75th Percentile	40.0

### Ratio of HR Staff to Total Employees (48 Participants)

Average	1:83
P25 – 25th Percentile	1:50
P50 – 50th Percentile (Median)	1:75
P75 – 75th Percentile	1:106

### 2014 Annual Turnover Rate (53 Participants)

Average	16.1%
P25 – 25th Percentile	3.9%
P50 – 50th Percentile (Median)	10.0%
P75 – 75th Percentile	25.0%

### 2015 Year to Date Turnover Rate (53 Participants)

Average	15.7%
P25 – 25th Percentile	4.8%
P50 – 50th Percentile (Median)	10.9%
P75 – 75th Percentile	20.0%

## Compensation Budgets

### 2014 General Salary Budget Increase (24 Participants)

Average	2.5%
P25 – 25th Percentile	1.9%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.0%

### 2014 Pay Range Adjustment Budget (24 Participants)

Average	2.2%
P25 – 25th Percentile	0.8%
P50 – 50th Percentile (Median)	2.0%
P75 – 75th Percentile	3.0%

### 2014 General Salary Budget Increase (without zeros) (20 Participants)

Average	3.0%
P25 – 25th Percentile	2.0%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.0%

### 2014 Pay Range Adjustment Budget (without zeros) (18 Participants)

Average	2.9%
P25 – 25th Percentile	2.0%
P50 – 50th Percentile (Median)	3.0%
P75 – 75th Percentile	3.0%

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## Survey Definitions

Hourly compensation figures have been rounded to the nearest cent. Annual compensation figures have been rounded to the nearest dollar. Percentage figures have been rounded to the nearest tenth of a percentage. The following statistical measures are included in the data analysis:

<b>General Salary Budget Increase</b>	The amount of increase in payroll due to merit increases, cost-of-living increases, and promotional increases.
<b>Pay Range Adjustment Budget</b>	The amount of increase to formal base pay ranges.
<b>Annual Turnover Rate</b>	$[(\text{Total Terminations} / \text{Average Total Number of Full-time and Part-time Employees}) \times 100]$ .
<b>Ratio of HR Staff to Total Employees</b>	Total Number of HR Staff to the Total Number of Full-time and Part-time Employees.
<b>Degree of Match</b>	The percent of organizations reporting that their job's responsibilities are equal to, greater than, or less than the survey job's responsibilities.
<b>Number of Responses</b>	The number of organizations reporting a match for the survey position.
<b>Number of Employees</b>	The number of individual employees matched to the survey position reported by all organizations.
<b>Average (Mean)</b>	The sum of all the rates reported divided by the number of organizations reporting data.
<b>P25 (25<sup>th</sup> Percentile)</b>	The rate within the sample that is higher than 25% of all the rates reported.
<b>P50 (50<sup>th</sup> Percentile)</b>	The rate within the sample that is the middle value of all the rates reported (also known as the median).
<b>P75 (75<sup>th</sup> Percentile)</b>	The rate within the sample that is higher than 75% of all the rates reported.
<b>Range Minimum</b>	The minimum rate of the formal pay scale or range. This is the lowest rate an organization will pay an employee in the position.
<b>Range Maximum</b>	The maximum rate of the formal pay scale or range. This is the highest rate an organization will pay an employee in the position.

## Survey Definitions (Page 2)

<b>Hourly / Annual Rate of Pay</b>	The actual average base pay rate as of November 1, 2015.
<b>Actual Lowest Paid</b>	The actual lowest rate of pay for employees currently in the position.
<b>Actual Highest Paid</b>	The actual highest rate of pay for employees currently in the position.
<b>Incentive Paid in 2014</b>	The percentage of organizations in the survey that paid incentives in 2014 to all employees currently in the position.
<b>FLSA Status</b>	The percentage of organizations in the survey with position incumbents exempt or non-exempt from overtime payments as defined by the Fair Labor Standards Act (FLSA).
<b>Union Status</b>	The percentage of respondents in the survey with position incumbents that belong to a formal bargaining unit recognized under the National Labor Relations Act (NLRA).
<b>Shift Differential Paid</b>	The percentage of respondents in the survey with position incumbents that are eligible for a shift differential when working evenings, nights, weekends, or holidays.
<b><math>\sigma</math></b>	The standard deviation of the data in the sample. This indicates the amount of variability or "spread" within the sample in question.

## Data Reporting Methodology

Compensation, pay range information, and general position information are presented for each individual job for all incumbents in five separate tables. The first table provides an overall statistical analysis for all organizations reporting matches for the job. The second table shows incentive prevalence. The third table displays FLSA status. The fourth table presents union data. Finally, the fifth table indicates shift differentials paid.

The survey results for the benefits section are presented for each question in summary format. The summary displays the responses by their average for all respondents. For questions that required a "Yes" or "No" response, the summary displays the percentage of respondents that answered "Yes."

## Department of Justice Safe Harbor Guidelines

To ensure the confidentiality of all data and compliance with Department of Justice guidelines, a minimum number of responses is required in order for statistics of data to be provided. Five organizations must report data for a variable in order for percentile and average compensation data to be provided. \*\*\*\*\* is displayed when there are insufficient response data for a position. It is possible that no data are presented in a given category even though the number of employees is greater than five. This occurs when the incumbents reported represent fewer than five participating organizations. It may also be possible for data to be displayed when it appears as if there are not enough employees (5) in the job. This occurs when at least five organizations report data but one or more organizations do not report any employees currently in the position.

Department of Justice Safe Harbor Guidelines also require that all data presented be a minimum of three months old.

## Using Survey Data in Your Analyses

When comparing survey results to your current compensation levels, be sure to take note of the following:

- Base matches on job content rather than job title.
- Consider reporting relationships and years of experience when matching jobs to survey positions.
- Select positions and appropriate statistics wisely. In general, the average (mean) pay is a slightly higher figure than 50th percentile (median). Fiftieth (50th) percentile pay is the “middle” rate and is selected for use by many compensation professionals since it is less easily influenced by extremes. However, some organizations have a “market leader” compensation philosophy and instead use the 75th percentile.
- Age the data accordingly by increasing the survey data by a factor to bring it to the present. Alternatively, consider comparisons based on your own salaries being effective at the “as-of” date of the survey – November 1, 2015.
- Remember that where the number of participants in a given cut of data is low, use the statistics with caution. Smaller data sets are more easily influenced by extremes.

## Aging Survey Data

Salaries in the market, as well as your own organization, are constantly moving due to merit & promotional increases, newly-hired employees, and termination of employees. In order to determine how your organization's rates of pay compare to the market, it is necessary to look at both sets of data at a specific point in time. This "snapshot" approach is accomplished by aging the survey data to the point in time of the market review.

Survey data can be aged to the current date to compare it to your organization's current rates of pay. In addition, survey data can be aged to a point of time in the future to estimate pay levels for the coming year.

The first step in aging data is to choose the point in time to be used. Once this is decided, the next step is to determine the percent to utilize in approximating competitive wage movement during the period of time in question.

To perform the aging calculation, first take the annual wage movement figure and divide it by 12 to determine the monthly wage movement amount. Next, determine the number of months between the effective date of the survey data and the point in time to which you wish to age the survey data. Multiply these two numbers together to determine the appropriate aging factor. Multiply this aging factor by the survey data to produce aged data.

## Sample Aging Problem

### Step 1: Determine the point in time to be used.

The data in this survey have an effective date of November 1, 2015. I need to know what the projected rate would be on June 1, 2016.

### Step 2: Determine the wage movement percent.

My research shows that wages are moving, on average, 3% per year.

### Step 3: Determine the aging factor.

Between November 1 and June 1 is 7 months.

$3\% \text{ movement} * (7 \text{ months} / 12 \text{ months in a year}) = 1.75\%$

### Step 4: Apply the aging factor.

If the survey indicates that the 50th percentile for a given job on November 1, 2015 is \$20.00, the projected rate on June 1, 2016 is \$20.35. Use \$20.35 to compare to your organization's rate of pay on June 1, 2016.

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# 1 -- Accounting Clerk

Records and processes daily financial activities to ensure appropriate entries are made and internal controls are adhered to.

Degree of Match	
More	16.7%
Equal	66.7%
Less	16.7%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	29	29	30	30	30
	Number of Employees	57	57	60	60	60
	Average	\$15.47	\$19.85	\$18.19	\$17.31	\$19.13
	P25	\$14.00	\$18.00	\$16.98	\$15.87	\$17.19
	P50	\$16.00	\$20.00	\$18.72	\$17.28	\$19.00
P75	\$17.00	\$22.00	\$19.93	\$19.02	\$20.41	
Incentive Paid in 2014	Incentive Paid					6.7%
	No Incentive Paid					93.3%
FLSA Status	Exempt					3.3%
	Non-exempt					96.7%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

# **Job Family:**

# **Administrative**

## 9 -- Administrative Assistant / Secretary

Performs secretarial support duties to middle management including handling confidential correspondence and full clerical, administrative, and general office duties. Exercises discretion and initiative.

Degree of Match	
More	16.1%
Equal	74.2%
Less	9.7%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]	
Salary Survey Data	Number of Responses	30	30	31	31	31	
	Number of Employees	104	104	105	105	105	
	Average	\$15.16	\$19.93	\$17.37	\$16.65	\$18.29	
	P25	\$12.26	\$17.31	\$14.60	\$14.10	\$15.43	
	P50	\$14.50	\$19.49	\$17.57	\$17.00	\$18.14	
	P75	\$16.89	\$22.60	\$20.16	\$18.86	\$21.49	
Incentive Paid in 2014	Incentive Paid						6.5%
	No Incentive Paid						93.5%
FLSA Status	Exempt						6.5%
	Non-exempt						93.5%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

# **Job Family:**

# **Engineering**

## 23 -- Quality Technician

Ensures products meet customer expectations. Supports the activities of the quality engineers and managers in day-to-day activities and issues with customers & suppliers.

## Degree of Match

More	9.1%
Equal	72.7%
Less	18.2%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	11	11	11	11	11
	Number of Employees	61	61	61	61	61
	Average	\$15.77	\$21.35	\$18.08	\$16.71	\$19.72
	P25	\$13.35	\$19.00	\$16.33	\$14.30	\$17.50
	P50	\$16.00	\$21.86	\$17.48	\$17.00	\$19.47
P75	\$17.23	\$24.58	\$20.08	\$18.49	\$21.93	
Incentive Paid in 2014	Incentive Paid					18.2%
	No Incentive Paid					81.8%
FLSA Status	Exempt					0.0%
	Non-exempt					100.0%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

**NOTE: PAGE INTENTIONALLY OMITTED**

## 34 -- Network Administrator

Sets up and maintains organization's computer network, including configuration of file servers and terminals, selection and installation of equipment and software, and troubleshooting. Reviews and resolves hardware / software problems; installs new hardware and software upgrades; provides user help desk support.

Degree of Match

More	15.8%
Equal	84.2%
Less	0.0%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Annual Rate of Pay [ \$ ]	Annual Rate of Pay [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	19	19	19	19	19
	Number of Employees	22	22	22	22	22
	Average	\$57,171	\$71,720	\$63,678	\$62,177	\$65,192
	P25	\$49,600	\$57,750	\$52,679	\$50,314	\$52,679
	P50	\$52,541	\$73,800	\$62,234	\$59,500	\$63,440
	P75	\$60,451	\$80,380	\$72,086	\$72,086	\$73,536
Incentive Paid in 2014	Incentive Paid					26.3%
	No Incentive Paid					73.7%
FLSA Status	Exempt					84.2%
	Non-exempt					15.8%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

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## 44 -- General Laborer

Performs a variety of general manual labor tasks, including, and not limited to, lifting and moving materials, loading and unloading vehicles, digging and refilling holes, and other activities in a helping or assisting mode. Repairs and maintains physical structures, under supervision, using hand and power tools. Paints structures, performs masonry work, repairs plumbing fixtures and woodwork.

## Degree of Match

More	0.0%
Equal	90.9%
Less	9.1%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]	
Salary Survey Data	Number of Responses	10	10	11	11	11	
	Number of Employees	575	575	576	576	576	
	Average	\$13.95	\$18.85	\$16.35	\$14.84	\$18.60	
	P25	\$10.54	\$15.85	\$12.00	\$11.38	\$15.90	
	P50	\$13.29	\$17.97	\$16.79	\$16.12	\$18.66	
	P75	\$16.25	\$22.39	\$19.33	\$18.00	\$20.48	
Incentive Paid in 2014	Incentive Paid						9.1%
	No Incentive Paid						90.9%
FLSA Status	Exempt						0.0%
	Non-exempt						100.0%
Union Status	Union						0.0%
	Non-union						100.0%
Shift Differential Paid	Shift Differential Paid						0.0%
	No Differential						100.0%

**NOTE: PAGE INTENTIONALLY OMITTED**

# 50 -- Customer Service / Call Center Representative

Investigates and resolves customers' problems. Receives requests by telephone or mail. Receives and processes orders from customers. Answers questions. Arranges for pickup or delivery of products. Adjusts errors.

Degree of Match	
More	6.7%
Equal	86.7%
Less	6.7%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	15	15	15	15	15
	Number of Employees	233	233	233	233	233
	Average	\$14.41	\$20.99	\$16.94	\$15.51	\$18.81
	P25	\$12.32	\$17.13	\$15.21	\$13.44	\$16.75
	P50	\$13.51	\$19.41	\$17.25	\$14.86	\$19.04
	P75	\$17.13	\$21.09	\$18.69	\$17.69	\$20.82
Incentive Paid in 2014	Incentive Paid					40.0%
	No Incentive Paid					60.0%
FLSA Status	Exempt					20.0%
	Non-exempt					80.0%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

**NOTE: PAGE INTENTIONALLY OMITTED**

# 59 -- Machine Operator

Sets-up and operates a wide variety of metal forming equipment. Work to be performed per shop drawing specifications.

Degree of Match	
More	8.3%
Equal	91.7%
Less	0.0%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	12	12	12	12	12
	Number of Employees	605	605	605	605	605
	Average	\$13.14	\$19.37	\$15.69	\$13.62	\$19.30
	P25	\$11.07	\$16.09	\$13.69	\$11.44	\$16.09
	P50	\$13.00	\$18.03	\$15.05	\$13.46	\$18.05
	P75	\$14.15	\$20.00	\$16.73	\$14.75	\$19.81
Incentive Paid in 2014	Incentive Paid					16.7%
	No Incentive Paid					83.3%
FLSA Status	Exempt					0.0%
	Non-exempt					100.0%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

**NOTE: PAGE INTENTIONALLY OMITTED**

# 68 -- Production Supervisor

Supervises a combination of two or more of the following: assembly, manufacturing, fabricating, processing, packaging, foundry, inspection, or other production and processing employees.

Degree of Match	
More	0.0%
Equal	100.0%
Less	0.0%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Annual Rate of Pay [ \$ ]	Annual Rate of Pay [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	14	14	14	14	14
	Number of Employees	74	74	74	74	74
	Average	\$47,990	\$65,376	\$56,012	\$50,125	\$62,479
	P25	\$43,313	\$52,825	\$50,748	\$47,438	\$52,825
	P50	\$48,700	\$64,575	\$54,000	\$50,000	\$61,745
	P75	\$52,775	\$75,750	\$59,878	\$54,953	\$71,979
Incentive Paid in 2014	Incentive Paid					21.4%
	No Incentive Paid					78.6%
FLSA Status	Exempt					92.9%
	Non-exempt					7.1%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

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# 75 -- Material Handler

Receives, stores, and distributes materials and equipment. Maintains par levels of supplies. Verifies documentation to ensure correct delivery and shipment of materials.

Degree of Match	
More	15.4%
Equal	69.2%
Less	15.4%

		Range Minimum [ \$ ]	Range Maximum [ \$ ]	Hourly Rate of Pay [ \$ ]	Actual Lowest Paid [ \$ ]	Actual Highest Paid [ \$ ]
Salary Survey Data	Number of Responses	12	12	13	13	13
	Number of Employees	101	101	102	102	102
	Average	\$13.51	\$17.91	\$15.29	\$14.05	\$16.92
	P25	\$12.30	\$15.19	\$13.50	\$12.50	\$14.73
	P50	\$13.28	\$17.21	\$14.52	\$13.45	\$16.67
P75	\$13.78	\$19.08	\$16.67	\$15.00	\$18.00	
Incentive Paid in 2014	Incentive Paid					23.1%
	No Incentive Paid					76.9%
FLSA Status	Exempt					0.0%
	Non-exempt					100.0%
Union Status	Union					0.0%
	Non-union					100.0%
Shift Differential Paid	Shift Differential Paid					0.0%
	No Differential					100.0%

**NOTE: PAGE INTENTIONALLY OMITTED**

# Benefits Compilation

	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>1. a.</b> Which employees are eligible for benefits? All employees Only FT employees All FT and some PT employees	42	5 24 13	11.9% 57.1% 31.0%
	Total # of Orgs Responding	Average	$\sigma$
If some part-time employees are eligible, how many hours do they have to work each week to be eligible?	15	23.4	4.6
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>b.</b> Does the waiting period vary for benefits between full and part-time employees?	18	2	11.1%
	Responses		
If yes, how?	<ul style="list-style-type: none"> <li>• There is a 90 day waiting period for full-time employees, and a two year waiting period for part-time employees.</li> <li>• The full-time employee waiting period is the first of the month following 60 days. Part-time employees have a 12 month measurement period.</li> </ul>		
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>2.</b> Does your organization provide different benefits for exempt and non-exempt positions?	42	15	35.7%
<b>a.</b> If yes, which programs differ and how do the benefits programs differ?	Responses		
	<ul style="list-style-type: none"> <li>• Life Insurance and Accidental Death and Dismemberment Policies. Exempt - \$50,000 Policy, Non-Exempt - \$30,000 Policy.</li> <li>• Exempt must wait 30 days, non-exempt must wait 60 days to be eligible.</li> <li>• Vacation and personal hours differ.</li> <li>• Non-exempt have company provided STD and LTD benefits. Exempt have voluntary LTD benefits and salary continuation benefits.</li> <li>• Sick pay differs.</li> <li>• Union hourly programs differ from salary programs.</li> <li>• Production employees are eligible for bonus time. Managers and Sales employees get bonuses. Production employees get perfect attendance bonuses.</li> <li>• Vacation and the wait time eligibility for benefits is different.</li> <li>• Exempt employees receive sick pay.</li> <li>• Short Term Disability for Exempt is company paid and has up to a max of \$750 while non-exempts pay 50% of the premium and have up to a max of \$300 a week.</li> <li>• Greater life insurance for salary employees.</li> <li>• Life Insurance: \$50,000 Exempt; \$25,000 Non-exempt.</li> <li>• 401(k) match and healthcare weekly contributions / deductibles.</li> </ul>		

# Benefits Compilation (continued)

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>3.</b>	Does your organization provide additional benefits for managerial positions?	43	12	27.9%
Responses				
<b>a.</b>	If yes, which programs are offered?	<ul style="list-style-type: none"> <li>• L/T Disability.</li> <li>• Additional retirement benefit.</li> <li>• Group life and group LTD.</li> <li>• Vacation and personal hours.</li> <li>• Bonus.</li> <li>• Paid Time Off.</li> <li>• Quarterly sales bonus, company car, company phone.</li> <li>• Corporate card, outside training opportunities, cell phones, laptops, iPads.</li> <li>• Unlimited PTO.</li> <li>• Additional life insurance.</li> <li>• Full Long-Term disability, no waiting period, no reduction in pay. Non-exempts have a two week waiting period and a 60% coverage benefit.</li> <li>• Management Incentive Plan (annual bonus).</li> </ul>		
		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>4.</b>	Does your organization have a paid time off plan in lieu of a separate vacation plan / sick plan?	43	8	18.6%
<b>a.</b>	Which employees are eligible for this benefit?	8		
	All employees		3	37.5%
	Only FT employees		1	12.5%
	All FT and some PT employees		4	50.0%
		Total # of Orgs Responding	Average	$\sigma$
<b>b.</b>	How many days are allowed per year, not including holidays?	6	19.3	4.7
		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>c.</b>	Which of the following are included in your paid time off program?			
	Sick leave	8	7	87.5%
	Vacation	8	8	100.0%
	Personal days	8	6	75.0%
	Death in family	8	1	12.5%
	Paid holidays	8	0	*****
	Other	8	0	*****

# Benefits Compilation (continued)

	Total # of Orgs Responding	Average	$\sigma$
<b>d.</b> What are the maximum number of days that can be accumulated?	7	22.8	5.6
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>e.</b> Can days be carried over from one year to the next?	8	5	62.5%
	Total # of Orgs Responding	Average	$\sigma$
If yes, how many rollover days are allowed?	3	5.3	0.6
	Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>f.</b> Does your plan offer a cash-out provision?	8	2	25.0%
	Responses		
If yes, please explain.	<ul style="list-style-type: none"> <li>• If employee leaves in good standing, they are paid out PTO bank.</li> <li>• Only for certain employees that may be denied vacation based on seniority within the collective bargaining agreement.</li> </ul>		

**NOTE: PAGE INTENTIONALLY OMITTED**

# Benefits Compilation (continued)

		Total # of Orgs Responding	# of Orgs Responding Yes	% of Orgs Responding Yes
<b>44.</b>	Is there a profit-sharing plan at your organization?	39	10	25.6%
	<b>a.</b> Which employees are eligible for this benefit?	All employees	4	40.0%
		Only FT employees	5	50.0%
		All FT and some PT employees	1	10.0%
	<b>b.</b> How is payment provided?	10		
	In cash	2	20.0%	
	Deferred	8	80.0%	
Responses				
<b>45.</b>	What types of wage, benefit and company policy change are you implementing to remain competitive or attractive in the employee retention and recruitment arena?	<ul style="list-style-type: none"> <li>• Changes to attendance policy - Increase in the number of personal days offered - Increase in the starting wages for hourly employees in our manufacturing sites - Change from formal dress code to "Dress for You Day" policy.</li> <li>• We are implementing a salary survey and continuing to offer a \$0.00 premium share for employees' medical insurance.</li> <li>• Implemented a PTO time off plan January of 2015.</li> <li>• Wage changes, vacation time.</li> <li>• Scholarship program.</li> <li>• Signing bonus for entry-level exempt positions.</li> <li>• Currently reviewing all benefits, including vacation policy and occurrence policies, to market for changes to June 2016 renewal.</li> <li>• Volunteer Service hours.</li> <li>• Regular review &amp; working with our benefits broker.</li> </ul>		
		Total # of Orgs Responding	Average	$\sigma$
<b>46.</b>	What is your organization's total benefit cost as a percent of payroll? Include health premiums (medical, dental, vision, and prescription drug coverage), life insurance, long-term disability, pension, and 401(k) / retirement.	17	29.1%	13.7%
Responses				
<b>47.</b>	List any additional benefits that are offered but were not listed here.	<ul style="list-style-type: none"> <li>• We offer a 457 plan.</li> <li>• For safety goal achievement employees are provided apparel with company logos and chances to win substantial prizes.</li> <li>• Bereavement pay up to three days separate from PTO bank.</li> <li>• Accidental death and dismemberment insurance 100% paid by company, with voluntary coverage available.</li> </ul>		

## Credits

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