

**UVM's Career/Pay System**  
**October 2007**

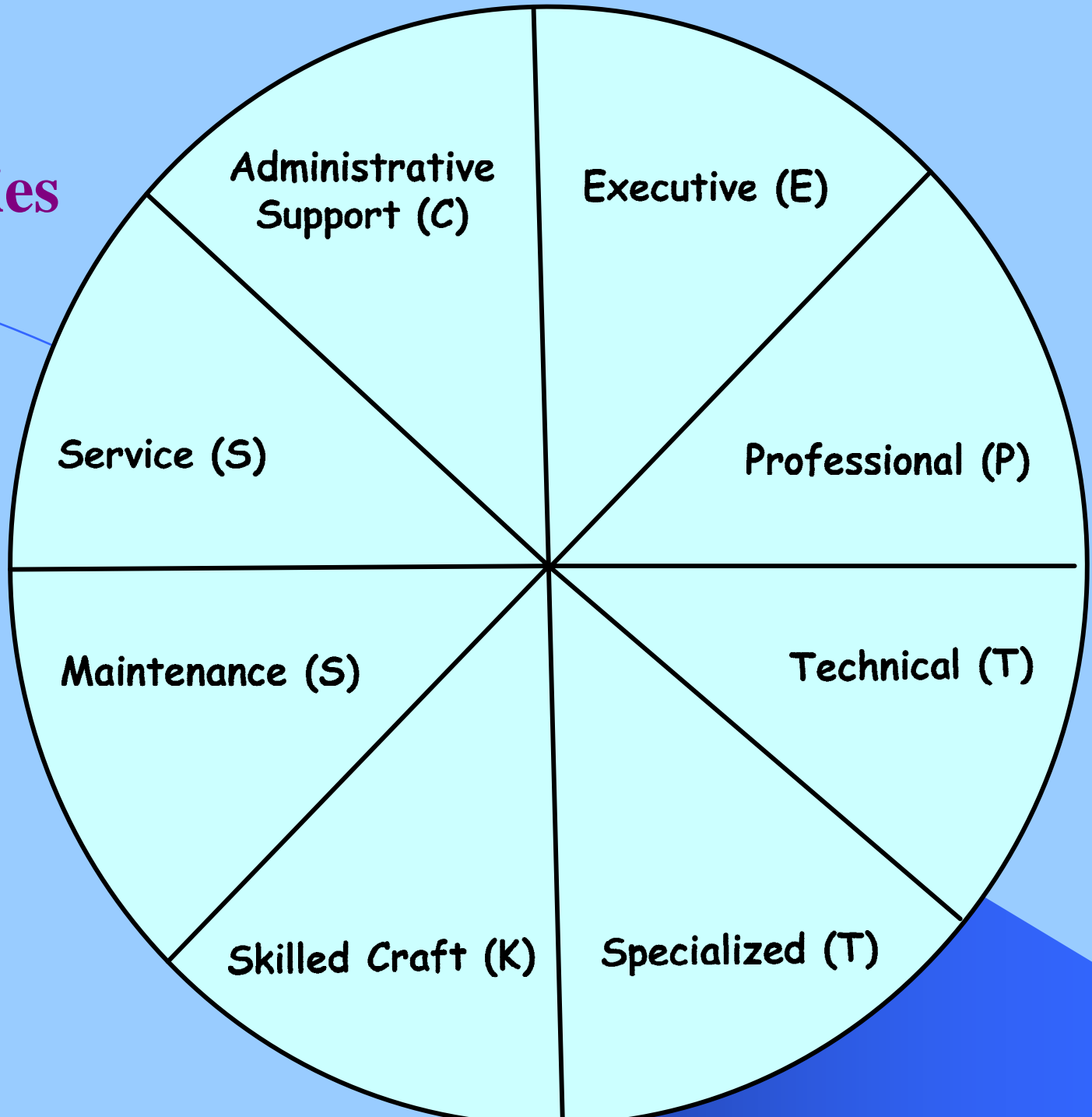
# Why Classify?

- Promote communication between employees and supervisors about what, when, how, where and why to get a job done.
- Provide a basis for recruitment postings, which describe the nature of the job and the qualifications required.
- Help predict and control costs by determining a salary band.
- Provide a basis for ensuring compliance with laws such as the **Fair Labor Standards Act**, the **Equal Pay Act**, the **Civil Rights Act** and the **Americans With Disabilities Act**.

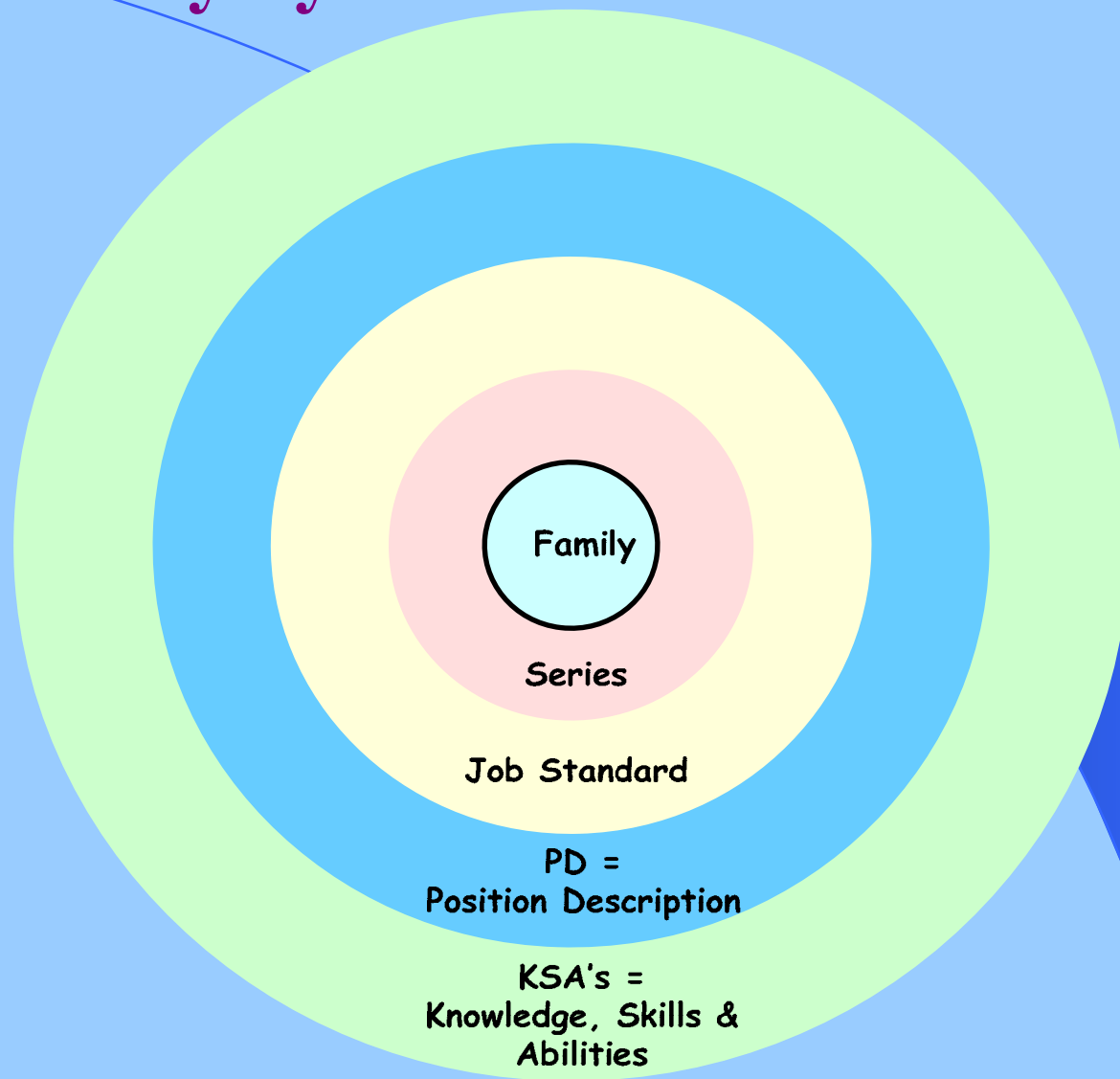
# Career/Pay Components

- Job families
- Classification standards with broad pay bands
- Clear career paths
- Limited classification titles - use of working titles
- Off Cycle increases
- Bonus program
- Skill/competency levels - TBD

# Job Families



# UVM's Career Pay System



6 Families

0 - 7 Series per Family

1 - 52 Job Standards per Family (including Career Progression) with individual Pay Bands

1 individual Position Description for each Position (except Custodian)

KSA's to be developed for each position or group of positions

# Career/Pay Benefits:

- Flexible compensation practices allow for quick response to changes in work force
  - Off Cycle increases
  - Bonus
- Broad market based pay bands – independently adjustable,
- Job families emphasize body rather than rank of work enabling clearer career paths.
- Salary increase expectations based on change in job or skills rather than LOS
- User friendly – available on the web

Career/Pay System information  
available at:

<http://www.uvm.edu/~clascomp/>