

Position/Grade Analysis by Department
City of Jasper Personnel Project

DEPT	POSITION	GRADE
ADM/1	City Clerk and Administrator	26
ADM/2	Purchasing Agent	19
ADM/3	Human Resources / Payroll Coordinator	16
ADM/4	Executive Secretary	14
ADM/5	Revenue Officer	12
ADM/6	Billing and Insurance Technician	14
ADM/7	Accounting Clerk II	12
ADM/8	Accounting Clerk I	10
ADM/9	Administrative Clerk	9
CEM/1	Cemetery Supervisor	17
CEM/2	Cemetery Crewleader	11
CEM/3	Cemetery Maintenance Worker	9
FD/1	Fire Chief	25
FD/2	Deputy Fire Chief/Fire Marshal	23
FD/3	Fire Captain - Training	21
FD/4	Fire Captain	21
FD/5	Fire Lieutenant	18
FD/6	Fire Apparatus Operator	16
FD/7	Firefighter	15
FD/8	Administrative Assistant	12
LIB/1	Circulation Desk Supervisor	14
LIB/2	Adult Services Coordinator	12
LIB/3	Computer Lab Coordinator	12
LIB/4	Youth Services Coordinator	12
MC/1	Chief Municipal Court Clerk/Magistrate	19
MC/2	Police Officer	15
MC/3	Certified Magistrate	14
MC/4	Court Clerk	10
MC/5	Court Filing Clerk	9
PD/1	Police Chief	25
PD/2	Assistant Police Chief	23

DEPT	POSITION	GRADE
PD/3	Police Captain - Uniform Patrol	21
PD/4	Police Lieutenant - Administrative Services	20
PD/5	Police Lieutenant - CID - Narcotics	20
PD/6	Police Lieutenant - Uniform Patrol	20
PD/7	Police Sergeant - Uniform Patrol	18
PD/8	Police Sergeant - CID	18
PD/9	Police Sergeant - Training	18
PD/10	Police Detective - CID	16
PD/11	Chief Jailer	16
PD/12	Police Officer	15 ¹
PD/13	Animal Control Officer	11
PD/14	Administrative/Communications Supervisor	16
PD/15	Communications Technician	11
PD/16	Police Payroll Technician	12
PD/17	Detention Officer	10
PD/18	Records Technician	10
PD/19	Administrative Secretary	10
PD/20	Police Sergeant – K-9	18
PR/1	Park and Recreation Director	23
PR/2	Assistant Park and Recreation Director	21
PR/3	Natatorium Manager	18
PR/4	Assistant Natatorium Manager	14
PR/5	Sports and Activities Manager	16
PR/6	Senior Center Coordinator	14
PR/7	Recreation Program Coordinator	14
PR/8	Administrative Assistant	12
PR/9	Park Maintenance Crewleader	12
PR/10	Pool Technician	12
PR/11	Administrative Secretary	10
PR/12	Senior Center Assistant	9
PR/13	Park Maintenance Worker	9
PR/14	Building Service Worker	7
PR/15	Senior Center Aide	7
PW/1	Public Works Director	25
PW/2	City Planner	21
PW/3	Chief Building Inspector	21
PW/4	Building Inspector	19
PW/5	Public Information Officer/Event Coordinator	18
PW/6	Administrative Assistant	12

¹ May be designated Senior Police Officer and placed at grade 16.

DEPT	POSITION	GRADE
SAN/1	Sanitation Superintendent	21
SAN/2	Sanitation Crew Supervisor	16
SAN/3	Heavy Equipment Mechanic	14
SAN/4	Administrative Assistant	12
SAN/5	Heavy Equipment Operator	12
ST/1	Street Superintendent	21
ST/2	Street Crew Supervisor	18
ST/3	Traffic Control and Signal Technician	14
ST/4	Street Construction Worker	12
ST/5	Heavy Equipment Mechanic	14
ST/6	Heavy Equipment Operator	12
ST/7	Equipment Operator	10
ST/8	Mechanic's Helper	9
ST/9	Street Maintenance Worker	9