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State Auditor

A Classification Compliance Review Report on
**The State's Maintenance
Assistant and Maintenance
Technician Positions**

February 2009
Report No. 09-705



A Classification Compliance Review Report on
***The State's Maintenance Assistant and
Maintenance Technician Positions***

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Overall Conclusion

The State Auditor's Office's State Classification Team reviewed 928 maintenance assistant and maintenance technician positions and other positions performing similar work at 23 agencies and found that 776 (84 percent) of these positions were classified correctly. Agencies took appropriate action to resolve misclassified positions and reported that they will spend \$279,234 annually to properly classify these positions.

Background Information

Texas Government Code, Sections 654.036 (2) and (3), specify that the State Auditor's Office's State Classification Office "shall advise and assist state agencies in equitably and uniformly applying the [classification] plan and conduct classification compliance audits to ensure conformity with the plan."

Key Points

Eighty-four percent of maintenance assistant and maintenance technician positions were classified correctly.

Of the 928 maintenance assistant and maintenance technician positions reviewed, 776 (84 percent) were classified correctly. Of the 152 employees in positions that were misclassified, 72 (47 percent) were a result of agencies' classifying positions at too low of a level within the same job classification series (for example, an employee was classified as a Maintenance Technician II instead of as a Maintenance Technician IV).

Agencies will spend \$279,234 annually to properly classify positions.

Collectively, agencies will spend \$279,234 annually to properly classify positions that were misclassified. Ninety-three positions were given salary increases ranging from \$186 to \$8,965 annually. Fifty-nine positions were reclassified without changing the salaries.

The Department of State Health Services and the Department of Aging and Disability Services accounted for the majority (87 percent) of the salary changes and will spend \$234,709 annually to reclassify positions.

Proper classification of positions ensures efficient and effective use of resources.

Misclassified positions can pose a business risk to agencies through their effect on services and budgets. If employees are classified in positions that are at too high

This review was conducted in accordance with Texas Government Code, Section 654.036.

For more information regarding this report, please contact Nicole Guerrero, Audit Manager, or John Keel, State Auditor, at (512) 936-9500.

of a level for the work they perform, agencies may be paying employees more than their job duties warrant. If employees are classified in positions that are at too low of a level for the work they perform, employees could be underpaid. This could affect the employees' morale and lower their motivation, thus affecting services to the citizens of Texas. In addition, it could result in higher turnover, which could be costly for the agencies.

Summary of Objective, Scope, and Methodology

The objective of this classification compliance review was to determine whether agencies conform to the State's Position Classification Plan by ensuring proper classification of positions.

The scope of this review included employees classified within the maintenance assistant and maintenance technician job classification series, as well as other positions that agencies identified as performing similar work but were classified in other job classification series.

The State Classification Team uses the classification method of job evaluation when reviewing positions and determining proper classifications. These determinations are primarily based on a comparison of duties and responsibilities being performed with the state job description for each position.

This project was a review; therefore, the information in this report was not subjected to all the tests and confirmations that would be performed in an audit. However, the information in this report was subject to certain quality control procedures to ensure accuracy and compliance with generally accepted compensation practices.

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Detailed Results

Chapter 1

Maintenance Assistant and Maintenance Technician Positions

Of the 928 maintenance assistant and maintenance technician positions reviewed, 776 positions (84 percent) were classified correctly. The State Auditor’s Office’s State Classification Team also reviewed positions that agencies identified as performing similar work but were classified in other job classification series (see Table 1).

Table 1

| Positions Reviewed | | |
|-----------------------------|---------------------------------------|--|
| Job Classification Series | Number of Employee Positions Reviewed | Number of Employee Positions Misclassified |
| Maintenance Assistant | 53 | 6 |
| Maintenance Technician | 869 | 145 |
| Other Classification Titles | 6 | 1 |
| Totals | 928 | 152 |

See Appendix 2 for a list of the 23 agencies at which these positions were reviewed.

Classification

Most agencies appropriately classified their maintenance assistant and maintenance technician positions. Of the 928 maintenance assistant and maintenance technician positions reviewed, 776 (84 percent) were classified correctly.

Definitions

Job Classification - An individual job within a job classification series. Each job classification has a corresponding salary group assignment appropriate for the type and level of work being performed.

Job Classification Series - A hierarchical structure of jobs arranged into job classification titles involving work of the same nature but requiring different levels of responsibility.

Salary Group - A specified level within a salary schedule made up of a salary range with a minimum and maximum salary rate. Assignment of salary groups is based on the type and level of work being performed.

Salary Range - The range of pay rates, from minimum to maximum, set for a salary group or job classification.

Reclassification - The act of changing a position from one job classification to another job classification that better reflects the level or type of work being performed.

To address the 152 employee positions that were misclassified, agencies chose to:

- Reclassify 52 positions (34.2 percent) into a different job classification series (see Appendix 3, Table 3).
- Reclassify 72 positions (47.4 percent) within the same job classification series but at a higher salary group (see Appendix 3, Table 4).
- Reclassify 23 positions (15.1 percent) within the same job classification series but at a lower salary group. The reclassifications, however, did not result in salary decreases (see Appendix 3, Table 5).
- Change the job duties of 5 positions (3.3 percent) so they could remain in their current job classification titles and be properly classified (see Appendix 3, Table 6).

Collectively, agencies will spend \$279,234¹ annually to properly classify positions that were misclassified. Ninety-three positions were given salary increases ranging from \$186 to \$8,965 annually. Fifty-nine positions were reclassified without changing the salaries.

The Department of State Health Services and Department of Aging and Disability Services accounted for the majority (87 percent) of the salary changes and will spend \$234,709 annually to reclassify positions.

Importance of Proper Employee Classification

The proper classification of positions ensures efficient and effective use of resources. Misclassified positions can pose a business risk to agencies through their effect on services and budgets. If employees are classified in positions that are at too high of a level for the work they perform, agencies may be paying the employees more than their job duties warrant. If employees are classified in positions that are at too low of a level for the work they perform, employees could be underpaid. This could affect the

¹ Amount calculated based on fiscal year 2009 salaries.

employees' morale and lower their motivation, thus affecting services to the citizens of Texas. In addition, it could result in higher turnover, which could be costly for the agencies.

Appendices

Appendix 1

Objective, Scope, and Methodology

Objective

The objective of this classification compliance review was to determine whether agencies are conforming to the State's Position Classification Plan by ensuring proper classification of positions.

Scope

The scope of this review included employees classified within the maintenance assistant and maintenance technician job classification series as of October 15, 2008, as well as other positions that agencies identified as performing similar work but were classified in other job classification series.

Methodology

In determining whether positions were appropriately classified, the State Classification Team reviewed the following:

- State job descriptions.
- Surveys completed by employees and verified by their supervisors.
- Internal salary relationships.

The State Classification Team uses the classification method of job evaluation when reviewing positions and determining proper classifications. These classification determinations are based primarily on a comparison of duties and responsibilities being performed with the state job description for each position.

When determining proper classification, the State Classification Team does not focus on specific differences between one level and the next in a job classification series (for example, a Maintenance Technician I position compared with a Maintenance Technician II position). Instead, the team considers whether an employee is appropriately classified within broad responsibility levels, such as staff maintenance technicians (Maintenance Technician I, Maintenance Technician II, and Maintenance Technician III positions) or senior maintenance technicians (Maintenance Technician IV and Maintenance Technician V positions).

The State Classification Team has an automated job evaluation process. A database was populated with information regarding the employees whose positions were being reviewed. Staff members in the agencies' human resources departments verified the information in the database to ensure that all positions were included. Employees were then asked to complete online surveys describing the work they perform and the percentage of time they spend performing their duties. Supervisors were asked to review and verify employees' survey responses.

After the State Classification Team's review and analysis, an initial determination of whether the positions were appropriately classified was made. Agencies were given the opportunity to review and address potential misclassifications.

To address each potential misclassification, agencies could reclassify an employee to a job classification title consistent with the work performed, change an employee's duties to conform to the assigned job classification title, or provide justification to explain why an employee was appropriately classified.

The State Classification Team made follow-up calls to determine and validate proper classification of positions and to gather additional information to resolve discrepancies.

Project Information

This review was conducted under the requirements of Texas Government Code, Sections 654.036 (2) and (3). This project was a review; therefore, the information in this report was not subjected to all the tests and confirmations that would be performed in an audit. However, the information in this report was subject to certain quality control procedures to ensure accuracy and compliance with generally accepted compensation practices.

The following employees of the State Auditor's staff prepared this report:

- Juliette Torres, CCP, PHR (Project Manager)
- Stacey McClure, MBA, CCP, PHR
- Leslie Ashton, CPA (Quality Control Reviewer)
- Nicole Guerrero, MBA, CGAP, CIA (Audit Manager)

Positions Reviewed

Table 2 presents a summary of the 928 maintenance assistant and maintenance technician positions reviewed at 23 agencies. The table includes a summary of employee positions reviewed at each agency by job classification series, as well as the number of positions that were misclassified. The “Other Classification Titles” column includes positions that agencies identified as performing similar work but were classified in other job classification series (for example, Medical Technician).

Table 2

| Summary of Employee Positions Reviewed | | | | | |
|---|------------------------|-------------------------|-----------------------------|---------------------------------------|--|
| Agency | Maintenance Assistants | Maintenance Technicians | Other Classification Titles | Number of Employee Positions Reviewed | Number of Employee Positions Misclassified |
| 231 - Eleventh Court of Appeals District, Eastland | 0 | 1 | 0 | 1 | 0 |
| 302 - Office of the Attorney General | 0 | 1 | 0 | 1 | 0 |
| 303 - Texas Facilities Commission | 0 | 42 | 0 | 42 | 0 |
| 306 - Library and Archives Commission | 0 | 1 | 0 | 1 | 0 |
| 320 - Texas Workforce Commission | 0 | 8 | 0 | 8 | 0 |
| 323 - Teacher Retirement System | 0 | 4 | 0 | 4 | 0 |
| 327 - Employees Retirement System | 0 | 2 | 0 | 2 | 0 |
| 401 - Adjutant General’s Department | 0 | 56 | 0 | 56 | 0 |
| 405 - Department of Public Safety | 0 | 18 | 0 | 18 | 4 |
| 454 - Department of Insurance | 0 | 2 | 0 | 2 | 2 |
| 529 - Health and Human Services Commission | 0 | 1 | 0 | 1 | 0 |
| 537 - Department of State Health Services | 5 | 200 | 1 | 206 | 59 |
| 538 - Department of Assistive and Rehabilitative Services | 0 | 1 | 0 | 1 | 0 |
| 539 - Department of Aging and Disability Services | 3 | 210 | 0 | 213 | 61 |
| 551 - Department of Agriculture | 0 | 7 | 0 | 7 | 0 |

| Summary of Employee Positions Reviewed | | | | | |
|--|------------------------|-------------------------|-----------------------------|---------------------------------------|--|
| Agency | Maintenance Assistants | Maintenance Technicians | Other Classification Titles | Number of Employee Positions Reviewed | Number of Employee Positions Misclassified |
| 601 - Department of Transportation | 0 | 169 | 0 | 169 | 15 |
| 694 - Texas Youth Commission | 0 | 66 | 0 | 66 | 1 |
| 696 - Department of Criminal Justice | 0 | 2 | 0 | 2 | 0 |
| 771 - School for the Blind and Visually Impaired | 0 | 9 | 0 | 9 | 0 |
| 772 - School for the Deaf | 0 | 8 | 0 | 8 | 1 |
| 802 - Parks and Wildlife Department | 40 | 36 | 5 | 81 | 4 |
| 808 - Historical Commission | 5 | 13 | 0 | 18 | 5 |
| 809 - Preservation Board | 0 | 12 | 0 | 12 | 0 |
| Totals | 53 | 869 | 6 | 928 | 152 |

Analysis of Misclassified Positions

Tables 3 through 6 identify by agency the employee positions that were misclassified and how the agency addressed the misclassifications. To address misclassifications, agencies chose to:

- Reclassify 52 positions into a different job classification series (see Table 3).
- Reclassify 72 positions within the same job classifications series but at a higher salary group (see Table 4).
- Reclassify 23 positions within the same job classification series but at a lower salary group (see Table 5). The reclassifications, however, did not result in salary decreases.
- Change the job duties of 5 positions so they could remain in their current job classification titles and be properly classified (see Table 6).

To protect the confidentiality of the employees whose positions were misclassified, each employee was assigned an employee number.

Reclassification is a change in the classification of a position to another job classification title as a result of a classification review. It is based on actual duties currently performed by an employee and does not refer to a change in an employee's duty assignment.

Table 3 shows the 52 employee positions that agencies reclassified into a different job classification series. Twenty-five of the reclassifications resulted in salary increases totaling \$84,701.41 annually.

Table 3

| Positions Reclassified into Different Job Classification Series | | | | |
|---|-------------------------------------|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| 405 | Department of Public Safety | 26 | Maintenance Technician II | Telecommunications Specialist I |
| | | 33 | Maintenance Technician IV | Telecommunications Specialist I |
| | | 36 | Maintenance Technician II | Telecommunications Specialist I |
| 537 | Department of State Health Services | 4 | Maintenance Technician IV | Electrician I |
| | | 12 | Maintenance Technician IV | Inventory and Store Specialist II |
| | | 57 | Maintenance Technician II | Receptionist |
| | | 81 | Maintenance Technician I | Maintenance Assistant |
| | | 91 | Maintenance Technician IV | Maintenance Supervisor I |
| | | 98 | Maintenance Technician V | Maintenance Supervisor IV |
| | | 99 | Maintenance Technician I | Maintenance Assistant |

Positions Reclassified into Different Job Classification Series

| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
|------------|---|-----------------|----------------------------------|---|
| | | 113 | Maintenance Technician I | Maintenance Assistant |
| | | 153 | Maintenance Technician I | Maintenance Assistant |
| | | 165 | Maintenance Technician I | Motor Vehicle Technician I |
| | | 167 | Maintenance Technician V | Telecommunications Specialist II |
| | | 174 | Maintenance Technician V | Maintenance Supervisor II |
| | | 183 | Maintenance Technician II | Maintenance Assistant |
| | | 184 | Maintenance Technician V | Safety Officer |
| | | 199 | Maintenance Technician IV | Electrician I |
| | | 212 | Medical Technician III | Maintenance Technician III |
| 539 | Department of Aging and Disability Services | 20 | Maintenance Assistant | Maintenance Technician I |
| | | 25 | Maintenance Technician IV | Electrician I |
| | | 26 | Maintenance Technician IV | Maintenance Supervisor III |
| | | 27 | Maintenance Assistant | Maintenance Technician I |
| | | 34 | Maintenance Technician III | Motor Vehicle Technician II |
| | | 35 | Maintenance Assistant | Maintenance Technician I |
| | | 43 | Maintenance Technician IV | Electrician I |
| | | 54 | Maintenance Technician III | Telecommunications Specialist I |
| | | 96 | Maintenance Technician II | Electrician I |
| | | 101 | Maintenance Technician I | Maintenance Assistant |
| | | 124 | Maintenance Technician V | HVAC Mechanic I |
| | | 139 | Maintenance Technician IV | Maintenance Supervisor II |
| | | 164 | Maintenance Technician I | Motor Vehicle Technician II |
| | | 168 | Maintenance Technician IV | Electronics Technician I |
| | | 172 | Maintenance Technician V | Maintenance Supervisor II |
| | | 202 | Maintenance Technician II | Administrative Assistant I |
| | | 212 | Maintenance Technician IV | Engineering Technician II |
| | | 216 | Maintenance Technician IV | HVAC Mechanic I |
| 601 | Department of Transportation | 89 | Maintenance Technician II | Customer Service Representative II |
| | | 115 | Maintenance Technician II | Custodian III |
| | | 139 | Maintenance Technician II | Custodian III |
| | | 166 | Maintenance Technician I | Custodian III |
| | | 210 | Maintenance Technician II | Inventory and Store Specialist II |
| | | 213 | Maintenance Technician II | Inventory and Store Specialist II |
| | | 229 | Maintenance Technician II | Contract Technician II |
| | | 230 | Maintenance Technician V | Transportation Maintenance Specialist I |
| | | 244 | Maintenance Technician III | Inventory and Store Specialist II |
| | | 257 | Maintenance Technician I | Custodian III |

| Positions Reclassified into Different Job Classification Series | | | | |
|---|-------------------------------|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| 694 | Texas Youth Commission | 33 | Maintenance Technician V | Administrative Assistant IV |
| 802 | Parks and Wildlife Department | 12 | Maintenance Assistant | Park Ranger I |
| | | 51 | Maintenance Assistant | Clerk I |
| 808 | Historical Commission | 12 | Maintenance Technician II | Customer Service Representative I |
| | | 22 | Maintenance Technician IV | Maintenance Supervisor I |

Table 4 shows the 72 employee positions that agencies reclassified within the same job classification series but at a higher salary group. Sixty-eight of the reclassifications resulted in salary increases totaling \$194,532.43 annually.

Table 4

| Positions Reclassified within Their Same Job Classification Series with a Higher Salary Group | | | | |
|---|-------------------------------------|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| 405 | Department of Public Safety | 23 | Maintenance Technician III | Maintenance Technician IV |
| 454 | Department of Insurance | 1 | Maintenance Technician II | Maintenance Technician IV |
| | | 2 | Maintenance Technician II | Maintenance Technician IV |
| 537 | Department of State Health Services | 2 | Maintenance Technician I | Maintenance Technician IV |
| | | 3 | Maintenance Technician III | Maintenance Technician IV |
| | | 6 | Maintenance Technician III | Maintenance Technician IV |
| | | 17 | Maintenance Technician III | Maintenance Technician IV |
| | | 25 | Maintenance Technician III | Maintenance Technician IV |
| | | 26 | Maintenance Technician III | Maintenance Technician IV |
| | | 33 | Maintenance Technician III | Maintenance Technician IV |
| | | 34 | Maintenance Technician III | Maintenance Technician IV |
| | | 42 | Maintenance Technician II | Maintenance Technician IV |
| | | 48 | Maintenance Technician II | Maintenance Technician IV |
| | | 52 | Maintenance Technician II | Maintenance Technician IV |
| | | 56 | Maintenance Technician II | Maintenance Technician IV |
| | | 66 | Maintenance Technician III | Maintenance Technician IV |
| | | 83 | Maintenance Technician III | Maintenance Technician IV |
| | | 97 | Maintenance Technician III | Maintenance Technician IV |
| | | 100 | Maintenance Technician III | Maintenance Technician IV |
| | | 111 | Maintenance Technician II | Maintenance Technician IV |
| | | 116 | Maintenance Technician III | Maintenance Technician IV |
| | | 118 | Maintenance Technician II | Maintenance Technician IV |
| | | 121 | Maintenance Technician II | Maintenance Technician IV |
| | | 128 | Maintenance Technician III | Maintenance Technician IV |

Positions Reclassified within Their Same Job Classification Series with a Higher Salary Group

| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
|------------|---|-----------------|----------------------------------|---|
| | | 134 | Maintenance Technician III | Maintenance Technician IV |
| | | 148 | Maintenance Technician II | Maintenance Technician IV |
| | | 152 | Maintenance Technician III | Maintenance Technician IV |
| | | 163 | Maintenance Technician II | Maintenance Technician IV |
| | | 169 | Maintenance Technician III | Maintenance Technician IV |
| | | 187 | Maintenance Technician II | Maintenance Technician IV |
| | | 196 | Maintenance Technician I | Maintenance Technician IV |
| | | 207 | Maintenance Technician III | Maintenance Technician IV |
| 539 | Department of Aging and Disability Services | 4 | Maintenance Technician III | Maintenance Technician IV |
| | | 9 | Maintenance Technician II | Maintenance Technician IV |
| | | 30 | Maintenance Technician III | Maintenance Technician IV |
| | | 42 | Maintenance Technician II | Maintenance Technician IV |
| | | 46 | Maintenance Technician II | Maintenance Technician IV |
| | | 57 | Maintenance Technician III | Maintenance Technician IV |
| | | 67 | Maintenance Technician II | Maintenance Technician IV |
| | | 70 | Maintenance Technician II | Maintenance Technician IV |
| | | 77 | Maintenance Technician II | Maintenance Technician IV |
| | | 78 | Maintenance Technician I | Maintenance Technician IV |
| | | 81 | Maintenance Technician II | Maintenance Technician IV |
| | | 82 | Maintenance Technician II | Maintenance Technician IV |
| | | 84 | Maintenance Technician I | Maintenance Technician II |
| | | 88 | Maintenance Technician II | Maintenance Technician IV |
| | | 90 | Maintenance Technician III | Maintenance Technician IV |
| | | 100 | Maintenance Technician III | Maintenance Technician IV |
| | | 106 | Maintenance Technician III | Maintenance Technician IV |
| | | 107 | Maintenance Technician III | Maintenance Technician IV |
| | | 112 | Maintenance Technician II | Maintenance Technician IV |
| | | 121 | Maintenance Technician III | Maintenance Technician IV |
| | | 128 | Maintenance Technician III | Maintenance Technician IV |
| | | 145 | Maintenance Technician II | Maintenance Technician IV |
| | | 154 | Maintenance Technician III | Maintenance Technician IV |
| | | 156 | Maintenance Technician III | Maintenance Technician IV |
| | | 157 | Maintenance Technician III | Maintenance Technician IV |
| | | 158 | Maintenance Technician III | Maintenance Technician IV |
| | | 166 | Maintenance Technician II | Maintenance Technician IV |
| | | 167 | Maintenance Technician II | Maintenance Technician IV |
| | | 173 | Maintenance Technician III | Maintenance Technician IV |
| | | 177 | Maintenance Technician III | Maintenance Technician IV |

| Positions Reclassified within Their Same Job Classification Series with a Higher Salary Group | | | | |
|---|------------------------------|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| 601 | Department of Transportation | 183 | Maintenance Technician III | Maintenance Technician IV |
| | | 188 | Maintenance Technician II | Maintenance Technician IV |
| | | 191 | Maintenance Technician III | Maintenance Technician IV |
| | | 192 | Maintenance Technician II | Maintenance Technician IV |
| | | 193 | Maintenance Technician II | Maintenance Technician IV |
| | | 200 | Maintenance Technician III | Maintenance Technician IV |
| | | 204 | Maintenance Technician I | Maintenance Technician IV |
| | | 208 | Maintenance Technician III | Maintenance Technician IV |
| | | 214 | Maintenance Technician III | Maintenance Technician IV |
| | | 173 | Maintenance Technician III | Maintenance Technician IV |

Table 5 shows the 23 employee positions that were reclassified within the same job classification series but at a lower salary group. The reclassifications, however, did not result in any salary decreases.

Table 5

| Positions Reclassified within Their Same Job Classification Series with a Lower Salary Group | | | | |
|--|---|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| 537 | Department of State Health Services | 30 | Maintenance Technician IV | Maintenance Technician III |
| | | 45 | Maintenance Technician IV | Maintenance Technician III |
| | | 51 | Maintenance Technician IV | Maintenance Technician III |
| | | 61 | Maintenance Technician IV | Maintenance Technician III |
| | | 72 | Maintenance Technician IV | Maintenance Technician III |
| | | 82 | Maintenance Technician V | Maintenance Technician III |
| | | 87 | Maintenance Technician V | Maintenance Technician III |
| | | 109 | Maintenance Technician IV | Maintenance Technician III |
| | | 110 | Maintenance Technician IV | Maintenance Technician III |
| | | 114 | Maintenance Technician IV | Maintenance Technician III |
| | | 123 | Maintenance Technician IV | Maintenance Technician III |
| | | 143 | Maintenance Technician IV | Maintenance Technician III |
| | | 178 | Maintenance Technician IV | Maintenance Technician III |
| | | 200 | Maintenance Technician IV | Maintenance Technician III |
| 539 | Department of Aging and Disability Services | 60 | Maintenance Technician IV | Maintenance Technician III |
| | | 61 | Maintenance Technician IV | Maintenance Technician III |
| | | 73 | Maintenance Technician IV | Maintenance Technician III |
| | | 130 | Maintenance Technician IV | Maintenance Technician III |
| 601 | Department of Transportation | 242 | Maintenance Technician IV | Maintenance Technician III |

| Positions Reclassified within Their Same Job Classification Series with a Lower Salary Group | | | | |
|--|-----------------------|-----------------|----------------------------------|---|
| Agency No. | Agency | Employee Number | Current Job Classification Title | Job Classification Title After Reclassification |
| | | 256 | Maintenance Technician IV | Maintenance Technician III |
| 808 | Historical Commission | 9 | Maintenance Technician IV | Maintenance Technician II |
| | | 10 | Maintenance Technician IV | Maintenance Technician III |
| | | 17 | Maintenance Technician IV | Maintenance Technician III |

Table 6 shows the five employee positions that had their job duties changed so they could remain in their current job classification titles and be properly classified with no changes to the employees' salaries.

Table 6

| Positions That Had Their Job Duties Changed | | | |
|---|-------------------------------|-----------------|----------------------------|
| Agency No. | Agency | Employee Number | Current Job Classification |
| 601 | Department of Transportation | 247 | Maintenance Technician V |
| | | 253 | Maintenance Technician V |
| 772 | School for the Deaf | 3 | Maintenance Technician II |
| 802 | Parks and Wildlife Department | 57 | Maintenance Assistant |
| | | 71 | Maintenance Technician V |

Salary Range and Average Salary by Agency and Job Classification Series

Table 7 shows the salary range and average salary by agency and job classification series.

Table 7

| Salary Range and Average Salary by Agency and Job Classification Series | | | | |
|---|---|---------------------------|---|----------------|
| Agency Number | Agency | Job Classification Series | Agency Job Classification Series Salary Range | Average Salary |
| 231 | Eleventh Court of Appeals District, Eastland | Maintenance Technician | \$29,035 ^a | \$29,035 |
| 302 | Office of the Attorney General | Maintenance Technician | \$38,235 ^a | \$38,235 |
| 303 | Texas Facilities Commission | Maintenance Technician | \$25,432 - \$42,955 | \$33,840 |
| 306 | Library and Archives Commission | Maintenance Technician | \$21,444 ^a | \$21,444 |
| 320 | Texas Workforce Commission | Maintenance Technician | \$27,480 - \$41,831 | \$35,191 |
| 323 | Teacher Retirement System | Maintenance Technician | \$27,040 - \$31,645 | \$29,387 |
| 327 | Employees Retirement System | Maintenance Technician | \$36,000 - \$40,596 | \$38,298 |
| 401 | Adjutant General's Department | Maintenance Technician | \$24,840 - \$42,080 | \$32,919 |
| 405 | Department of Public Safety | Maintenance Technician | \$23,646 - \$30,806 | \$27,569 |
| 454 | Department of Insurance | Maintenance Technician | \$27,601 ^a | \$27,601 |
| 529 | Health and Human Services Commission | Maintenance Technician | \$33,894 ^a | \$33,894 |
| 537 | Department of State Health Services | Maintenance Assistant | \$20,532 - \$23,856 | \$21,359 |
| | | Maintenance Technician | \$21,444 - \$34,087 | \$25,613 |
| 538 | Department of Assistive and Rehabilitative Services | Maintenance Technician | \$38,128 ^a | \$38,128 |
| 539 | Department of Aging and Disability Services | Maintenance Assistant | \$21,444 ^a | \$21,444 |
| | | Maintenance Technician | \$21,444 - \$35,069 | \$25,861 |
| 551 | Department of Agriculture | Maintenance Technician | \$21,444 - \$28,236 | \$25,465 |
| 601 | Department of Transportation | Maintenance Technician | \$23,043 - \$42,969 | \$30,346 |
| 694 | Texas Youth Commission | Maintenance Technician | \$23,646 - \$42,969 | \$26,489 |
| 696 | Department of Criminal Justice | Maintenance Technician | \$30,806 ^a | \$30,806 |
| 771 | School for the Blind and Visually Impaired | Maintenance Technician | \$24,876 - \$38,232 | \$27,940 |
| 772 | School for the Deaf | Maintenance Technician | \$21,444 - \$32,611 | \$26,398 |
| 802 | Parks and Wildlife Department | Maintenance Assistant | \$20,532 - \$26,266 | \$21,242 |
| | | Maintenance Technician | \$26,044 - \$40,455 | \$33,503 |
| 808 | Historical Commission | Maintenance Assistant | \$20,532 - \$26,180 | \$23,870 |

Salary Range and Average Salary by Agency and Job Classification Series

| Agency Number | Agency | Job Classification Series | Agency Job Classification Series Salary Range | Average Salary |
|---------------|--------------------|---------------------------|---|----------------|
| | | Maintenance Technician | \$21,444 - \$30,600 | \$26,979 |
| 809 | Preservation Board | Maintenance Technician | \$31,344 - \$42,478 | \$36,303 |
| | All Agencies | Maintenance Assistant | \$20,532 - \$26,266 | \$21,511 |
| | | Maintenance Technician | \$21,444 - \$42,969 | \$28,346 |

^a Either only one person is employed currently in this position at this agency or employees in this position are paid the same salary.

Source: Classification Compliance Audit System.

Recent State Auditor's Office Work

| Recent SAO Work | | |
|-----------------|---|--------------|
| Number | Product Name | Release Date |
| 08-706 | A Classification Compliance Review Report on the State's Procedures and Information Positions | May 2008 |

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