

## 2003/2004 SALARY SURVEY DATA REQUEST FORM

The following form has been prepared to help you request information contained in the salary survey database. Should you have any questions about how to use the form, contact Richard L. Stokes at (615) 532-6827.

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

ELECTIVE	ADMINISTRATIVE	PROFESSIONAL	CLERICAL	TECHNICAL	PUBLIC SAFETY	LABOR
Mayor	City Manager	Finance Director	Admin. Secretary	Chief Mechanic	Police Chief	Lg. Equip. Oper.
Vice Mayor	Asst. City Mgr.	Personnel Director	Exec. Secretary	Mechanic	Asst. Police Chief	Hvy. Equip. Oper.
Alderman	Admin. Assistant	Purchasing Agent	Secretary I	Bldg. Inspector	Police Captain	Meter Reader
Judge	City Recorder	Public Works Dir.	Clerk-Typist	Water Pl. Oper. II	Police Sergeant	Bldg. Maint.
	City Attorney	Utilities Manager	Account Clerk	Water Pl. Oper. III	Detective	Sanit. Foreman
	City Court Clerk	City Engineer	Sr. Account Clerk	Water Pl. Oper. IV	Police Officer	Sanit. Worker
	City Clerk	City Planner		WWater Pl. Oper.	Police Lieutenant	Street Foreman
		Accountant		WWater Pl. Oper.	Fire Chief	Street Worker
		Parks Director		WWater Pl. Oper.	Asst. Fire Chief	Utility Worker
		Head Librarian		Laboratory	Fire Captain	Elec. Serviceman
		Risk Manager		Ut. Dist./Coll. Sup.	Fire Marshal	Elec. Svc. Fmn.
		Public Info. Off.			Fire Lieutenant	Gas Foreman
		WWater Plant Mgr.			Fire Driver	Gas Serviceman
		Dir. Golf			Fire Fighter	Anim. Cont. Off.
		Info. Systems Dir.			Dispatcher	
					Dir. of Pub. Safety	

GENERATE A REPORT FROM \_\_\_\_\_ (TABLE/TABLES)

INCLUDE: \_\_\_\_\_ POSITIONS (NOTE: You may request all positions.)

SORTED BY:

1. POPULATION BETWEEN \_\_\_\_\_ AND \_\_\_\_\_ OR \_\_\_\_\_

2. POPULATION GROUP \_\_\_\_\_ (1-6 OR ALL) AND \_\_\_\_\_

3. GRAND DIVISION \_\_\_\_\_ (E, M, W, OR ALL)

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TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_

STAFF/HRS.	SALARY	INSURANCE	HOLIDAYS	LEAVE	OTHER	RETIREMENT	BENEFITS
Total # Emp.	Longevity	Health Coverage	Total # Days	Vacation Leave	Use Sick	Ret. Prog.	% Payroll
Dept. Totals	% COLA	% Premium	New Year's Eve	Carryover VL	Use Vac.	TCRS	Tuition
Pers. Cost	Uniforms	Deductible	New Year's Day	Cash-In VL	Use LWOP	Early Ret.	Phys. Exam
Hours Worked	Allowance	Deduct. Amt.	Memorial Day	Vacation	Jury Duty	Vesting	Drug Testing
Fire Cycle	Uniforms/Supv.	Pre-Certification	M. L. King Day	Sick Leave	Jury Check	# Years	Worker Comp.
Police Cycle	Paydays	Elected Officials	Columbus Day	# Sick Days		Ins. Over 65	Travel
Shifts	Wages	% Premium	Wash. B'day	Public Safety		% Premium	Parking
Weekends	Second Job	Family Coverage	President's Day	Waiting		Ins. Under 65	Counseling
Holidays		% Premium	4th of July	Wait Length		% Premium	Credit Union
Lunch		Waiting	Labor Day	Carryover SL		Ret. Credit	Savings
Paid Breaks		Major Medical	Good Friday	Cash-In SL		# Days Credit	Deferred Comp.
Policy Manual		Maximum Amt.	Thanksgiving	Sick LV			Bond Insurance
Probation		Alternate Cov.	Day aft. Thanks.				Xmas Bonus
		Dental Ins.	Veteran's Day				Separation Pay
<b>PART-TIME</b>		Life Ins.	Xmas Eve				EAP
Prorated Ben.		Coverage	Xmas Day				Well Program
Hours PT Ben.		% Premium	Employee B'day				Child Care
Hours FT Ben.		Added Coverage	Other Days				Mileage
		Disability Ins.	Holiday Pay				Food
			Cash-In				Tools
							Awards

GENERATE A REPORT FROM \_\_\_\_\_ (TABLE/TABLES)

SORTED BY:

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2. POPULATION GROUP \_\_\_\_\_ (1-6 OR ALL) AND \_\_\_\_\_
3. GRAND DIVISION \_\_\_\_\_ (E, M, W, OR ALL)