



JOB AIDS AND RESOURCES Pay Plan Amendments

Amendments

Examples of amendments are the addition or deletion of job titles to the plan and/or the change in pay levels for jobs. Amendments to the pay plan result from research and analysis of current pay practices relative to:

- Market data received from salary surveys conducted by State Civil Service and other sources
- Recruitment and retention factors
- Internal comparability of jobs in the pay plan
- Any other environmental factors that may impact rates of pay

Amendments may also originate from requests made by state departments. Such requests are generally based on changes that have occurred in the duties and responsibilities as a result of reorganization or job redesign, or the assertion by the agency that the value of the job in the market place has changed.