

FY2025 – 2026 Position Study Recommendations

Background and Discussion

The Town conducts a job evaluation and market analysis for approximately one-third of its positions every year. Currently in the third year of our three-year position study cycle, we studied 88 Field Operations and Technical positions in four departments – Electric Utilities, PRCR Operations, Public Works and Water Resources. Approximately 172 employees are in the positions that were studied.

The *job evaluation* results determine if the duties and responsibilities of a position have changed sufficiently to warrant a change of the position’s classification. The *market analysis* data determines if a position’s current minimum salary needs to be adjusted and if that adjustment requires reclassification to another pay grade.

The market analysis included market data from the following organizations: Carrboro, Cary, Chapel Hill, Concord, Durham, Electricities (where applicable), Fuquay-Varina, Garner, Holly Springs, Knightdale, Morrisville, OWASA (where applicable), Raleigh, Wake County, and Wake Forest.

Recommendations

- Sixty-five positions (about 74% of those studied) are being upgraded.
- Approximately 55 employees (32%) will receive salary increases.
- The total budget impact is approximately \$193,195.

Additional Fire Department Market Analysis

To maintain competitive starting pay rates and address current recruiting challenges, we needed to survey the starting salaries of Firefighters and Firefighter Cadets, which in turn impacts the pay rates of all operational personnel. Therefore, we conducted a market analysis of seven Fire Operations positions: Firefighter Cadet, Firefighter, Senior Firefighter, Fire Engineer, Fire Captain I, Fire Captain II, and Battalion Chief. This study looked only at market comparisons and impacts approximately 101 employees.

Fire Department Recommendations:

- Six of the seven positions (all but Battalion Chief) are recommended for increased pay grades.
- Approximately 25 of the 101 employees will receive a salary increase.
- The total budget impact is approximately \$123,900.

Appendix A: Field and trades positions increasing in grade

Department	Position Title	Grade	Grade
Electric	Electric Engineering Assistant	E12	E13
Electric	Electric Field Crew Supervisor	E12	E13
Electric	Electric Line Technician II	E9	E10
Electric	Electric Line Technician III	E10	E11
Electric	Electric Line Technician Journey	E11	E12
Electric	Powerline Arborist	E10	E11
Electric	Powerline Field Crew Supervisor (previously Powerline Arborist)	E11	E13
Electric	Powerline Forester	E11	E14
Electric	Powerline Right of Way Technician I, II	E7	E8
Electric	Utility Locate Technician - Lead	E7	E8
Electric	Utility Locate Technician I, II	E6	E7
Parks, Recreation, and Cultural Resources	Athletic and Grounds Technician I, II	M05	M06
Parks, Recreation, and Cultural Resources	Athletics & Grounds Team Leader	M07	M08
Parks, Recreation, and Cultural Resources	Athletics & Grounds Worker I, II	M04	M05
Parks, Recreation, and Cultural Resources	Facility Attendant I, II	M04	M06
Parks, Recreation, and Cultural Resources	Parks Attendant I, II	M04	M06
Parks, Recreation, and Cultural Resources	Parks Attendant Team Leader	M07	M08
Parks, Recreation, and Cultural Resources	Parks Operations Manager	M12	M13
Parks, Recreation, and Cultural Resources	Parks Operations Team Leader	M07	M08
Parks, Recreation, and Cultural Resources	Parks Operations Worker I, II	M05	M06
Parks, Recreation, and Cultural Resources	Pleasant Park Attendant I, II	M04	M06
Parks, Recreation, and Cultural Resources	Pleasant Park Operations Team Leader	M07	M08
Parks, Recreation, and Cultural Resources	Pleasant Park Operations Worker I, II	M05	M06
Parks, Recreation, and Cultural Resources	Senior Parks Operations Worker I, II	M06	M07
Public Works	Facilities & Grounds Manager	M11	M13
Public Works	Facility Maintenance Mechanic I, II	M06	M07
Public Works	Fleet Crew Leader	M07	M09
Public Works	Fleet Services Technician I, II (title was Mechanic)	M06	M07
Public Works	Fleet Services Supervisor	M10	M11
Public Works	General Maintenance Worker I, II	M04	M05
Public Works	Grounds Maintenance Supervisor	M08	M09
Public Works	Public Works Attendant (PT 20)	M04	M05
Public Works	Public Works Solid Waste Manager	M12	M13
Public Works	Senior Facility Maintenance Mechanic	M07	M08
Public Works	Senior Fleet Services Mechanic	M07	M08
Public Works	Senior Street Maintenance Worker	M05	M06
Public Works	Solid Waste Equipment Operator I, II	M05	M06
Public Works	Solid Waste Field Crew Supervisor	M07	M09
Public Works	Solid Waste Operations Supervisor	M10	M11
Public Works	Street Maintenance Field Crew Supervisor	M07	M09
Public Works	Street Maintenance Worker I, II	M04	M05

Department	Position Title	Grade	Grade
Water Resources	Assistant Utilities Operations & Maintenance Manager	M11	M12
Water Resources	Collections System Field Crew Supervisor	M09	M10
Water Resources	Collections System Supervisor	M10	M11
Water Resources	Grounds Maintenance Team Lead	M06	M07
Water Resources	Grounds Maintenance Technician I, II	M04	M05
Water Resources	Heavy Equipment Operator I, II (Water)	M07	M08
Water Resources	Laboratory Analyst	M06	M08
Water Resources	Laboratory Supervisor	M10	M12
Water Resources	Meter Services Supervisor	M09	M10
Water Resources	Meter Technician	M05	M06
Water Resources	Pump Maintenance Field Crew Supervisor	M09	M10
Water Resources	Pump Maintenance Supervisor	M10	M11
Water Resources	Senior Meter Technician	M06	M08
Water Resources	Senior Utility Maintenance Worker	M06	M08
Water Resources	Utilities Operations & Maintenance Manager	M13	M14
Water Resources	Utility Maintenance Field Crew Supervisor	M09	M10
Water Resources	Utility Maintenance Supervisor	M10	M11
Water Resources	Utility Maintenance Technician (5% increase over Senior)	M06	M08
Water Resources	Utility Maintenance Worker	M05	M06
Water Resources	Water Quality Field Crew Supervisor	M09	M10
Water Resources	Water Quality Supervisor	M11	M12
Water Resources	WRF Manager	M13	M14
Water Resources	WRF Operator/ Mechanic III	M08	M09
Water Resources	WRF Operator/ Mechanic IV	M09	M10

Appendix B: Fire department positions increasing in grade

Department	Position Title	Grade	Grade
Fire & Rescue	Firefighter Cadet	F99	F100
Fire & Rescue	Firefighter	F100	F102
Fire & Rescue	Senior Firefighter	F102	F103
Fire & Rescue	Fire Engineer I, II	F103	F104
Fire & Rescue	Fire Captain I	F105	F107
Fire & Rescue	Fire Captain II	F107	F108