

CITY OF MARSHALL 2024 WAGE SCHEDULE--Temporary/Seasonal Employees

JOB CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
7th/8th Grade Baseball/Softball Coach	1,000.00	1,200.00	1,400.00	1,600.00	1,800.00		
7th/8th Grade Tackle Football Coach	1,000.00	1,200.00	1,400.00	1,600.00	1,800.00		
After School Program Instructor	14.00	15.00	16.00	17.00	18.00	19.00	20.00
After School Program Helper	11.00	11.50	12.00	12.50	13.00	13.50	14.00
Appraiser	20.13	21.47	22.81	24.16	25.50	26.84	
Audio/Video Support Technician	90.00	11.25	11.50	11.75	12.00	12.25	12.50
Band Director (paid per season)	1,000.00	1,100.00	1,200.00	1,300.00	1,400.00	1,500.00	
Bike Patrol	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Building Custodian	41.29	42.04	42.79	43.55	44.30	45.05	
Building Custodian	15.00	16.00	17.00	18.00	19.00	20.00	21.00
Building Inspector	22.00	22.50	23.00	23.50	24.00	24.50	25.00
Building Inspector	23.00	23.50	24.00	24.50	25.00	25.50	26.00
Cable-Access-Worker	11.50	12.50	13.50	14.50	15.50	16.50	17.50
Media Production Assistant (title change)	11.50	12.50	13.50	14.50	15.50	16.50	17.50
Community Education Helper	11.00	11.50	12.00	12.50	13.00	13.50	14.00
Community Education Instructor*	% based on participant fees						
Concessions Manager	14.00	15.00	16.00	17.00	18.00	19.00	20.00
Concessions Worker	11.00	11.50	12.00	12.50	13.00	13.50	14.00
Election Judge	15.00						
Head Election Judge	17.00						
Engineering Aid	42.50	43.00	43.50	44.00	44.50	45.00	45.50
Engineering Aid	13.00	13.50	14.00	14.50	15.00	15.50	16.00
MAC Assistant Manager	14.00	15.00	16.00	17.00	18.00	19.00	20.00
MAC Attendant	11.50	11.75	12.00	12.25	12.50	12.75	13.00
MAC Lifeguard	12.50	12.75	13.00	13.25	13.50	13.75	14.00
MAC Lifeguard w/WSI	13.25	13.50	13.75	14.00	14.25	14.50	14.75
MAC Manager	15.00	16.00	17.00	18.00	19.00	20.00	21.00
Maintenance Worker (with CDL)	47.50	48.00	49.00	50.00	51.00	52.00	53.00
Maintenance Worker (with CDL)	18.50	19.00	20.00	21.00	22.00	23.00	24.00
Event Staff	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Office-Assistant	42.50	43.00	44.00	45.00	46.00	47.00	48.00
Office Assistant	14.00	14.50	15.50	16.50	17.50	18.50	19.50
Official--Basketball (paid per game)	30.00	31.00	32.00	33.00	34.00	35.00	36.00
Official--Intramural (paid per game)	15.00	16.00	17.00	18.00	19.00	20.00	21.00
Official--MSHSL Baseball (paid per game)	60.00						
Official--MSHSL Football (paid per game)	60.00						
Official--MSHSL Softball (paid per game)	60.00						
Official--Softball (MSF Certified)	25.00	26.00	27.00	28.00	29.00	30.00	31.00
Official--Volleyball (paid per game)	15.00	16.00	17.00	18.00	19.00	20.00	21.00
Open Gym/Skate Supervisor	12.00	12.25	12.50	12.75	13.00	13.25	13.50
Public-Ways-Worker	43.00	43.50	44.00	44.50	45.00	45.50	46.00
Public Ways Worker	14.00	14.50	15.00	15.50	16.00	16.50	17.00
Parks Maintenance Worker	12.00	12.50	13.00	13.50	14.00	14.50	15.00
Recreation Program Assistant	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Recreation Program Coordinator**	12.00	13.00	14.00	15.00	16.00	17.00	18.00
Recreation Program Helper	11.00	11.50	12.00	12.50	13.00	13.50	14.00
Scorekeeper	11.00	11.25	11.50	11.75	12.00	12.25	12.50
Student Internship Experience	12.00	13.00	14.00	15.00	16.00	17.00	18.00

Approved: XXXXX/XXXX

Implementation date: 01/01/2024

Note:

Effective 01/01/2023 minimum wage is \$16.50/hr

Effective 01/01/2024 minimum wage is \$10.85/hr

Abbreviations Key:

FT: full-time hours

MAC: Marshall Aquatic Center

WSI: Water Safety Instructor

LTS: Learn-to-swim

MSHSL: MN State High School League Certified Official

MSF: MN Sports Federation

\*Community Education Instructor: 75% of net class proceeds is customary, % may increase for new / establishing programs as approved by the Director of Community Services.

\*\*Recreation Program Coordinator: may be compensated at 75% of net class proceeds or greater, when designated and approved by the Director of Community Services



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TO: Sheila Dubs, HR Manager  
FROM: Alex Peterson, Media Communications Specialist  
CC:  
DATE: October 2, 2023  
SUBJECT: TEMPORARY WAGE SCHEDULE AMENDMENT

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Staff recommend a change to the job title of “Cable Access Worker” to “Media Production Assistant” to clarify confusion about the job duties. Some potential applicants thought the job included installing cable TV in homes/businesses. The new job title clarifies the duties to include the production of media related content.

There is no wage adjustment proposed for this update.

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**TO:** Sheila Dubs, Human Resource Manager  
**FROM:** Jason R. Anderson, P.E., Director of Public Works/City Engineer  
**DATE:** September 19, 2023  
**SUBJECT:** Temporary/Seasonal Employee Wage Schedule Changes

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The Public Works Division and Community Planning Division would like to increase the pay scale for the Building Custodian, Building Inspector, Engineering Aid, Maintenance Worker (with CDL), Office Assistant, and Public Ways Worker.

The Building Custodian should be increased to reflect a Step 1 wage of \$15.00/hour with a \$1.00/hour increase for each step thereafter. The full-time wage schedule ranges from \$17.51/hour to \$23.29/hour. The pay scale was last updated in 2021.

The Building Inspector should be increased to reflect a Step 1 wage of \$23.00/hour with a \$0.50/hour increase for each step thereafter. The full-time wage schedule ranges from \$25.67/hour to \$34.13/hour. The pay scale was last updated in 2023.

The Engineering Aid should be increased to reflect a Step 1 wage of \$13.00/hour with a \$0.50/hour increase for each step thereafter. The pay scale was last updated in 2022.

The Maintenance Worker (with CDL) should be increased to reflect a Step 1 wage of \$18.50/hour with a \$0.50/hour increase to Step 2 and \$1.00/hour increase each step thereafter. The full-time wage schedule ranges from \$23.84/hour to \$31.71/hour. The pay scale was last updated in 2023.

The Office Assistant should be increased to reflect a Step 1 wage of \$14.00/hour with a \$0.50/hour increase to Step 2 and \$1.00/hour increase for each step thereafter. The full-time wage schedule ranges from \$20.16/hour to \$26.81/hour. The pay scale was last updated in 2023.

The Public Ways Worker should be increased to reflect a Step 1 wage of \$14.00/hour with a \$0.50/hour increase for each step thereafter. The pay scale was last updated in 2023.

This adjusted pay scale will offer staff the flexibility to pay a more competitive rate if the work experience is commensurate.

We are having an increasingly difficult time hiring our seasonal employees and we believe low-rate of pay is part of the issue. In recent years the Public Ways Worker positions have been particularly difficult to get filled. It is very important that we remain competitive to attract needed help.

Thank you for your time and consideration with this request.

JRA:lrk