

STATE OF MAINE  
DEPARTMENT OF PERSONNEL

February 27, 1978

PERSONNEL MEMORANDUM 7-78

TO: All Department/Agency Heads  
SUBJECT: Addendum #2 to Classification/Salary Schedule

The purpose of this memorandum is to report additions, deletions, and/or other changes that have been made to the Classification/Salary Schedule. It is imperative that all holders of this document receive copies of the listed amendments so that the appropriate changes may be accomplished. IT IS ESPECIALLY IMPORTANT THAT ATTACHMENTS BE FORWARDED TO EMPLOYEES INVOLVED WITH PAYROLL AND OTHER PERSONNEL RELATED WORK INVOLVING USE OF THE CLASSIFICATION/SALARY SCHEDULE.

ROBERT J. STOLT  
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS

CLASSIFICATION/SALARY SCHEDULE  
ADDENDUM #2

Classified Service (White Section)

<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
2	Delete	01/18/78	6434	Architectual Aide	13	B
2	Delete	11/02/77	7317	Asst. Chief, Bur. Driver Licensing	22	D
2	Delete	11/02/77	7316	Asst. Chief, Bur. Public Services	18	D
2	Delete	11/29/77	5276 <sup>8</sup>	Asst. Dir., Bur. of Corrections	35	D
3	Range Change	11/22/77	9245	Asst. Dir., Bur. Water Quality Control	FROM: 29 TO: 30	
3	Title Change	01/24/78	8132 8132	FROM: Asst. Dir., Highway Equip. TO: Motor Transport Services, Asst. Director	23 23	D D
3	Delete	11/17/77	0532	Assistant Director, Sales Tax	25	D
4	Delete	11/17/77	0518	Assistant Tax Assessor	23	D
6	Add	01/05/78	1008	Building Control Supervisor	20	
6	Delete	12/21/77	7315	Capitol Building & Grounds Officer	09	E
7	Delete	11/02/77	7309	Chief Bureau, Driver Licensing	24	D
7	Delete	11/02/77	7310	Chief Bureau, Public Services	24	X
7	Delete	11/02/77	7304	Chief Driver License Examination	22	D
7	Title Change	01/27/78	6313 6313	FROM: Chief Engineer, P.U.C. TO: Chief Utility Engineer	31 31	D D
7	Delete	11/17/77	0511	Chief Examination, Income Tax	24	D
7	Range Change	01/05/78	7335	Chief Hearings Officer	FROM: 19 TO: 21	
8	Delete	11/17/77	0519	Chief Tax Compliance Division	24	D
8	Delete	12/01/77	0404	Chief Personnel Technician	29	X
8	Add	11/29/77	5241	Children's Services Executive	28	

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<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
11	Delete	11/17/77	0194	Data Communication Term. Operator	05	A
12	Delete	12/01/77	0407	Deputy Commissioner, Personnel	32	X
12	Delete	11/17/77	0520	Deputy Dir., Bur. Property Tax	27	X
12	Delete	11/21/77	9443	Dir., Admin. Services Conservation	31	X
13	Title Change	11/17/77	0983	FROM: Dir., Cons. Inform. & Ed.	26	B
			0983	TO: Dir., Inform. & Education	26	B
13	Range Change	01/11/78	5058	Dir., Div. of Data & Research (SHPDA)	FROM: 26 TO: 28	D D
14	Title Change	11/29/77	5056	FROM: Dir., Div. Planning & Admin. (SHPDA)	28	D
			5056	TO: Dir., Division of Planning	28	D
14	Delete	11/17/77	0541	Director, Excise Tax	26	X
14	Delete	01/18/78	6314	Dir., Gas & Water Division, P.U.C.	31	D
14	Delete	11/29/77	5280	Dir., Half-Way House Program	25	D
15	Delete	11/17/77	0510	Director, Income Tax	29	X
15	Delete	11/17/77	0513	Director, Inheritance Tax	26.	X
15	Delete	01/24/78	5277	Dir., Mental Retardation Facility	30	
16	Delete	11/17/77	0531	Director, Sales Tax	29	X
20	Delete	11/17/77	9434	Forest Ranger V	30	D
20	Add	12/28/77	9456	Forest Technician	15	
22	Title Change	12/12/77	0139	FROM: Guarantee Program Analyst	26	B
			0139	TO: Business Financial Analyst	26	B
23	Title Change	11/21/77	6328	FROM: Highway Equipment Engineer	30	X
			6328	TO: Motor Trans. Service Dir.	30	X
24	Delete	11/17/77	0514	Inheritance Tax Supervisor	14	A
28	Add	01/25/78	9506	Marine Science Educator	24	
29	Add		5287	Medical Social Work Consultant	21	
30	Range Change	01/05/78	7332	Motor Vehicle Branch Chief	FROM: 21 TO: 22	
31	Add	01/04/78	5272	Occupational Program Consultant	22	

<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
32	Add	01/04/78	1457	Personnel Analyst	18	
32	Title Change	01/04/78	0453 0453	FROM: Personnel Analyst I TO: Senior Personnel Analyst	20 20	
32	Title Change	01/04/78	0454 0454	FROM: Personnel Analyst II TO: Principal Personnel Analyst	22 22	
33	Delete	12/01/77	0403	Personnel Technician III	23	X
33	Title Change	01/11/78	0081 0081	FROM: Post Office Clerk I TO: Mail Room Clerk	06 06	A A
33	Title/ Range Change	01/11/78	0082 0082	FROM: Post Office Clerk II TO: Mail Room Supervisor	FROM: 09 TO: 14	A A
34	Delete	01/05/78	0361	Property Accountant I	13	B
34	Delete	01/05/78	0363	Property Accountant II	14	B
34	Delete	11/17/77	0524	Property Assessment Program Supv.	23	D
34	Delete	01/05/78	0364	Property Control Supervisor	17	B
36	Comp. to Non- Comp.	01/30/78	0126 0126	Reprographics Worker Reprographics Worker	FROM: 06 TO: 06#	
37	Range Change	01/05/78	6215 6215	Sanitary Engineer III Sanitary Engineer III	FROM: 28 TO: 29	B B
38	Delete	11/17/77	0515	State Tax Consultant	30	X
39	Delete	11/02/77	0066	Supervisor, Court Records	18	D
40	Range Change	01/04/78	7013 7013	Supv Uniform Crime Reporting Supv. Uniform Crime Reporting	FROM: 22 TO: 18#	D D
41	Add	11/17/77	0536	Taxation Division Asst. Executive	28	
41	Add	11/17/77	0535	Taxation Division Executive	30	
41	Add	11/17/77	0537	Taxation Section Manager	26	
42	Range Change	01/20/78	0399 0399	Treasury Fiscal Assistant Treasury Fiscal Assistant	FROM: 25 TO: 23	B B
42	Delete	01/05/78	7014	Uniform Crime Reporting Adv.	15	B
43	Add	11/23/77	0009	Word Processing Operator	09	
43	Add	11/23/77	0010	Word Processing Supervisor	13	

CLASSIFICATION/SALARY SCHEDULE  
ADDENDUM #2

Unclassified Service (Blue Section)

<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
4	Add	01/24/78	U238	Consumer Assistance Officer	12	
5	Add	11/21/77	U235	Dir., Admin. Services, Conserv.	31	
5	Range/ Title Change	01/17/78	U235	FROM: Dir., Admin. Services, Conservation	FROM: 31	
			U235	TO: Dir., Admin. Serv.	TO: 30	
6	Add	01/24/78	U030	Dir., Mental Retardation Facility	30	
7	Range Change	01/08/78	U232	Employee Relations Unit Manager	FROM: 28	X
			U232	Employee Relations Unit Manager	TO: 30	X
7	Add	12/09/77	U523	Energy Audit Engineer	23	
7	Add	12/09/77	U236	Energy Outreach Program Coord.	21	