

STATE OF MAINE
DEPARTMENT OF PERSONNEL

January 21, 1980

PERSONNEL MEMORANDUM 1-80

TO: All Department/Agency Heads

SUBJECT: Addendum to Classification/Salary Schedule

The purpose of this memorandum is to report additions, deletions and/or other changes that have been made to the July, 1979 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, INCLUDING USE OF THE CLASSIFICATION/SALARY SCHEDULE.

JADINE R. O'BRIEN
COMMISSIONER

Attachments

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS

CLASSIFICATION/SALARY SCHEDULE

ADDENDUM 1-80

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	1/03/80	5286	Animal Medical Technician	11	B
3	Add	10/12/79	7252	Asst. Safety Compliance Officer	14	B
3	Title Change	9/19/79	6416 6416	FROM: Asst. State Geologist TO: Physical Geologist	28 28	B B
4	Correct Range	5/7/79	9404	Baxter Park District Ranger	FROM: 18 TO: 20	
4	Correct B.U. Code		9422	Baxter Park Gatehouse Attendant	FROM: 9 TO: 9	D E
4	Correct Class Code		9434	Baxter Park Ranger	18	F
5	Correct B.U. Code	8/28/79	9354	Biologist IV	FROM: 29 TO: 29	B D
5	Delete	9/14/79	8145	Bridgeman	12	
5	Range Change	7/27/79	1382	Budget Examiner II	FROM: 24 TO: 25	X X
6	Delete		4005	Car/Van Pool Coord.	18	B
7	Range Change	12/27/79	0364	Chief Insurance Examiner	FROM: 25 TO: 28	D D
8	Correct B.U. Code	8/28/79	6344	Civil Engineer III	FROM: 30 TO: 30	B D
8	Correct B.U. Code	8/28/79	6346	Civil Engineer IV	FROM: 32 TO: 32	B D
9	Add	7/23/79	5230	Community Pre-Release Center Director	22	D
9	Add	7/23/79	5229	Community Pre-Release Center Officer II	15	C
9	Title Change	12/21/79	0345	FROM: Consumer Credit Exam. I TO: Consumer Credit Exam.	18 18	B B

<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
9	Title Change	12/21/79	0336	FROM: Consumer Credit Exam. II TO: Senior Consumer Credit Examiner	23 23	B B
11	Delete		0354	Dept. Insurance Supt.		
11	Add		4341	Dental Hygienist	15	B
11	Delete	8/17/79	0975	Dir., Admin. Services Public Safety	29	X
12	Delete	8/17/79	0093	Dir., Conservation Communications	26	D
12	Correct B.U. Code	8/28/79	0164	Dir., Data Processing	FROM: 30 TO: 30	B D
12	Correct B.U. Code	8/28/79	3018	Dir., Div. of School Facilities	FROM: 31 TO: 31	B D
13	Delete	10/12/79	3021	Dir., Div. of Teacher Education	27	D
13	Correct B.U. Code	8/28/79	3017	Dir., Investigations	FROM: 29 TO: 29	F D
13	Range/Title Change	11/16/79	7265	FROM: Dir., Liquor Licensing TO: Dir., Liquor License Inspections	20 22	D D
13	Title Change	11/16/79	0049	FROM: Dir., Malt Liquor & Wine TO: Liquor Tax Auditor	18 18	D B
16	Range Change	10/9/79	8594	Exec. Aircraft Co-Pilot	FROM: 20 TO: 22	B n/s B n/s
16	Add	8/23/79	0020	Exec. Dir., Maine Commission for Women	24	X
18	Title Change	8/29/79	0360	FROM: First Deputy Insurance Supt. TO: Deputy Insurance Supt.	29 29	D D
19	Delete	11/6/79	9437	Forestry Aide	3	E
23	Range Change	8/23/79	7035	Jail Inspector	FROM: 18 TO: 20	A A
24	Add	9/6/79	0018	Legal Researcher	13	B
24	Delete	8/14/79	3114	Librarian IV	23	B
24	Correct B.U. Code	8/28/79	3110	Librarian V	FROM: 28 TO: 28	B D
24	Add	11/6/79	8200 (N/C)	Locksmith	12	E

<u>Page</u>	<u>Action</u>	<u>Effective Date</u>	<u>Class Code</u>	<u>Class Title</u>	<u>Range</u>	<u>BU</u>
25	Correct B.U. Code	8/28/79	0700	Manpower Affairs Automation Coord.	FROM: 27 TO: 27	B D
25	Title/ Range Change	7/12/79	7021	FROM: MCJA Training Officer TO: MCJA Training Coord.	19 22	B B
26	Add	11/6/79	0032	Marine Economic Development Coord.	25	B
27	Range Change	12/27/79	4234	Medical Photographer	FROM: 14 TO: 16	B B
27	Add	10/19/79	4023	Mental Health Unit Director	.27	X
30	Add	9/11/79	0016 (N/C)	Para-Legal Assistant	18	B
31	Correct B.U. Code	8/28/79	8554	Photographic Lab. Tech.	FROM: 16 TO: 16	A B
31	Add	11/16/79	0039	Planning & Research Associate I	20	B
31	Add	11/16/79	0040	Planning & Research Associate II	23	B
32	Add	7/29/79	0037	Pratt & Whitney Training Oper. Supv.	25	
32	Add	7/29/79	0038	Pratt & Whitney Training Project Director	29	D
33	Add	12/31/79	0046	Real Estate Examiner II	22	B
35	Add		0336	Senior Consumer Credit Examiner	23	B
35	Add	12/27/79	0364	Senior Insurance Examiner	23	B
35	Add	10/24/79	9256	Senior Meteorologist	25	B
37	Range Change	6/28/79	9445	State Supv. Forest Fire Oper.	FROM: 29 TO: 31	D D
37	Add	11/6/79	0029	Supervisor, Employment Standards	17	B
38	Title Change	10/9/79	0916 0916	FROM: Supv., Right of Way Appraisers TO: Chief, Right of Way Operations	31 31	D D
40	Delete	8/28/79	4146	Therapy Aide I	9	C
40	Title Change	8/28/79	4147 4147	FROM: Therapy Aide II TO: Therapy Aide	12 12	C C
41	Range Change		0831	Veterans Counselor	FROM: 20 TO: 18	 B

CLASSIFICATION/SALARY SCHEDULE

ADDENDUM 1-80

Unclassified Service (Buff 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	11/6/79	U210	Assistant Director, CETA	30	D
2	Add	10/25/79	U094	Business Manager II	24	D
6	Delete	10/6/78	U078	Dir., Children & Youth Services	31	X
6	Add	9/18/79	U090	Dir., Finance & Administration CETA	28	X
6	Range Change	8/16/79	U073	Dir., Historic Preservation Commission	FROM: 81 TO: 85	X X
7	Range Change	8/22/79	U220	Dir., MCJ Academy	FROM: 29 TO: 30	X X
7	Delete	11/6/79	U233	Dir., Manpower Training	30	X
7	Add	10/12/79	U092	Director of Planning & Program Svcs.	30	X
7	Add	9/18/79	U091	Director, Program & Resource Devel.	30	X
	Title/Range Change	12/31/79	U164	FROM: Dep. Dir., Program Development and Tech. Asst.	29	B
			U164	TO: Program Development Div. Manager	26	D
5	Range Change	12/28/79	U165	Dep. Dir., MCJPAA	FROM: 25 TO: 29	D D
8	Title Change	12/5/79	U236	FROM: Energy Outreach Program Coord.	21	B
			U236	TO: Energy Program Coord.	21	B
8	Delete	8/23/79	U172	Exec. Dir., Gov.'s Council for Women	24	X
8	Add	8/1/79	U037	Exec. Dir., Health Facilities Cost Review	25	X
9	Add	8/10/79	U040	Field Examiner	20	B
10	Add	8/10/79	U086	Management Analyst I	21	B
10	Add	8/10/79	U087	Management Analyst II	24	B
10	Add	10/25/79	U095	Mgr., Planning, Eval. & Research	26	D
	Add	10/25/79	U096	Mgr., Technological Resources & Assistance	26	D

<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	Add	8/17/79	U078	Manpower Specialist II	19	B
11	Add	8/17/79	U093	Manpower Specialist III	22	B
11	Delete	10/4/79	U497	Manufactured Housing Inspector	27	A
11	Add	10/4/79	U088	Marketing Specialist	17	B
11	Add	7/25/79	U237	Policy Planning & Review Coord.	27	X
11	Add	7/23/79	U031	Pratt & Whitney Training Instructor	23	B
12	Add	7/23/79	U164	Program Development Div. Manager	26	D
12	Add	7/23/79	U046	P:U.C. Chairman	91	
12	Add	7/23/79	U045	P.U.C. Commissioner	89	
13	Range Change	8/16/79	U034	Supt., Insurance	FROM: 89 TO: 90	X X
14	Range Change	12/3/79	U266	Supv., Conservation Program	FROM: 26 TO: 29	D D
14	Title Change	10/9/79	U424	FROM: Supv., Econ. Planning & Assistance	30	D
			U424	TO: Supv., Community Development	30	D
14	Add	12/3/79	U097	Supv., Information Programs	28	D
14	Range/Title Change	12/21/79	U203	FROM: Supv., Technical Services Div.	29	D
			U203	TO: Supv., Economic Planning & Statistical Services	31	D
14	Correct B.U. Code	8/22/79	U610	Teacher Aide, Ed. & Cult. Services	FROM: 11 TO: 11	C B
14	Correct B.U. Code	11/22/79	U611	Teacher Aide, MH&C	FROM: 12 TO: 12	C B
14	Correct B.U. Code	8/8/79	U360	Teacher Manual Training	FROM: 21 TO: 21	H B