

DEPARTMENT OF ADMINISTRATION  
Bureau of Human Resources

September 25, 1991

**HUMAN RESOURCES MEMORANDUM 33-91**

**TO:** Commissioners/Department Heads, Personnel Officers,  
Personnel Support, Administrative Directors, Payroll  
Managers, Payroll Support

**SUBJECT:** Alphabetical Listing of Job Classifications

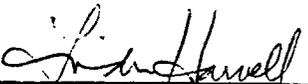
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The Bureau of Purchases warehouse will have available on October 11, 1991 a new (September, 1991) Alphabetical Listing of the Job Classifications used by the Executive Branch of Maine State Government.

This document contains the following data about each job classification.

- Job Class Code
- Job Class Title
- Occupational Code
- Administrative Unit
- Salary Specification
- Salary Grade
- EEOC Code
- Examination Status
- Classified or Unclassified
- Non-Standard Pay Eligibility
- Recruitment and Retention Pay Eligibility
- FLSA or Overtime Eligibility

Since there have been numerous changes since the last time we printed this listing (February 1991), I suggest you order item F-139B from the Bureau of Purchases warehouse in order that you are working with the latest available information. I do not have the exact price, but it will be similar to what you have paid in the past.

  
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Nancy J. Kenniston, Director  
BUREAU OF HUMAN RESOURCES

for