

DEPARTMENT OF ADMINISTRATION

Bureau of Human Resources

February 15, 1991

HUMAN RESOURCES MEMORANDUM 6-91

TO: Personnel Officers and Directors of Administrative Services

SUBJECT: Alphabetical Listing of Job Classifications

The Bureau of Purchases warehouse will have available on March 1, 1991, a new (February 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 (May 1990), I suggest you order Item F-139B from the Bureau of Purchases warehouse to ensure that you are working from the latest available information. I do not have the exact price, but it will be similar to what you have paid in the past.



Nancy J. Kenniston, Director
BUREAU OF HUMAN RESOURCES