

Administrative Office of the Courts

SALARY PLACEMENT BENCHMARKS

The following is the prescribed method and provides guidance to managers and supervisors as to the rationale for proper salary placement.

With each new assigned job, individuals are expected to perform somewhere between 80% compa ratios (new trainee) and 100% compa ratio (full performance). It is rare that an initial hire or an individual recently promoted to a new job classification would be placed above 100% compa ratio. (This could happen however if, for example the newly promoted employee has been in the Judicial Branch for many years and is already above 100% compa ratio.)

Compa Ratio Zones - Salary placement benchmarks serve to provide indicators for salary placement. Indicators are based upon years in job classification or direct applicable experience, not years of service.

Compa-ratio 80% to 95% (Learn) - The applicable employee knowledge base is a success indicator for entry placement. The employee is actively learning the skills and competencies to perform assigned job tasks independently.

Placement within this zone of the compa-ratio would be appropriate for individuals just meeting the job qualifications; and those meeting the job qualifications and having between one (1) and three (3) years of applicable successful experience.

Compa-ratio of 96% to 110% (Competent)- An employee is considered to be “full performance” and should be able to perform independently, with little supervision. The employee is fully accountable for successful completion of assigned tasks. The employee is independent thinking, consistently achieves defined goals and meets measurable performance standards.

Placement within this zone of the compa-ratio would be appropriate for individuals meeting the job qualifications and having between four (4) to 10 years of applicable successful experience.

Compa-ratio of 111% - 125% (Excel)- Applicable knowledge, skill and competencies are at the highest level. An employee should be able to perform independently on a consistent basis the most complicated work associated with the job. The employee has full accountability for successful completion of tasks. The employee is an independent contributor, is performing all job assignments independently, brings new knowledge and ideas to the job and is able to solve problems independently.

Placement within this zone of the compa-ratio would be appropriate for individuals meeting the job qualifications and having more than 10 years of applicable and successful experience.