

Student Employment

Pay Level Guideline (increased \$.28 for each level/step)



Calendar Year 2019

Level I Job Position Examples: Mail Room Assistant, Office Assistant	Step 1	Step 2	Step 3	Step 4
	10.78	11.03	11.28	11.53
<ul style="list-style-type: none"> ○ Positions involve well-established procedural work ○ Scope of work is limited to department/organization ○ Few special skills and little or no previous experience are required ○ A minimal amount of training is necessary ○ Some supervision is required 				
Level II Job Position Examples: Library Assistant, Staff Assistant, Tour Guide	Step 1	Step 2	Step 3	Step 4
	11.53	11.78	12.03	12.28
<ul style="list-style-type: none"> ○ Positions involve medium level tasks with occasional independent judgments necessary ○ Scope of work reaches other departments ○ Special knowledge and specific skills are required ○ Previous experience is preferred ○ Often responsible for an aspect of a program ○ Frequently required to maintain confidentiality ○ Limited supervision 				
Level III Job Position Examples: Academic Tutor, Lab Assistant, Technical Assistant	Step 1	Step 2	Step 3	Step 4
	12.28	12.53	12.78	13.03
<ul style="list-style-type: none"> ○ Positions involve interpretation of procedures and independent judgement ○ Demonstration of advanced knowledge/specialized skills i.e. extensive computer knowledge, advanced proficiency in a particular academic area, and/or advanced writing skills is required ○ Previous training/experience essential ○ Works independently 				
Level IV Job Position Examples: Lab Technician, Program Coordinator	Step 1	Step 2	Step 3	Step 4
	13.03	13.78	14.53	15.28
<ul style="list-style-type: none"> ○ Positions involve creating procedures and completing complex and high technical tasks ○ Scope of works extends campus wide and beyond ○ Advanced specialized knowledge and training, as well as extensive previous experience are required ○ Supervision is not required 				