

Los Alamos County

2019 TOTAL COMPENSATION STUDY RESULTS

January 2020

FINAL

Table of Contents

2019 Total Compensation Study Results

January 2020

Executive Summary	1
Background.....	1
Summary of Findings.....	4
Methodology.....	5
Data Sources – Custom Survey Peer Employers	5
Data Sources – Published Data	5
Data Adjustments – Geographic Cost of Labor	6
Data Adjustments - Workweek Adjustments	7
Data Adjustments - Overall Adjustments.....	8
Study Findings – Pay Ranges.....	9
Study Findings – Pay Policies and Practices.....	14
Pay Plan/Pay Schedule Information	15
Pay Progression	16
Pay Increase Guarantees.....	19
Hiring Rates	22
Performance-Based Rewards, Bonuses, or Recognition	23
Supplemental Pay	25
Additional Benefit Offerings	30
Standby and Call-Back Pay.....	33
Overtime Pay	38
Shift Differentials	40
Study Findings – Paid Leave	42
Vacation Leave and Paid Time Off (PTO).....	43
Sick Leave	46
Other Paid Leave.....	49
Total Paid Leave.....	51
Study Findings – Health Benefits.....	53
Medical	55
Prescription Drug Plan.....	61
Dental	62
Vision	64
Total Health Cost.....	66

Life Insurance	68
Short-Term Disability	70
Long-Term Disability	71
Study Findings – Retirement Benefits.....	72
Social Security Contribution Information	72
Defined Benefit Plan	74
Defined Contribution Information.....	75
Total Retirement Benefits	78
Study Findings – Total Compensation	79
Appendix A – Benchmark Job Summaries	96
Appendix B – Detailed Market Data	141

Executive Summary

Background

This report contains the results of the Los Alamos County 2019 Total Compensation Study, which includes information on pay ranges, compensation policies, paid leave programs and benefits offered to the County's employees. Our analysis is effective as of October 1, 2019.

The primary objective of this study was to determine Los Alamos County's market position for both pay and benefits.

The fourteen (14) peer employers, shown below in **Table 1**, reflect a combination of cities, counties, and other employers identified by Los Alamos County as representative of its competitive labor market for general employees. Additionally, Segal Waters referenced published market data to augment the private sector data information.

TABLE 1
SURVEYED EMPLOYERS

Peer Employers	
City of Albuquerque, NM	✓
City of Broomfield, CO	✓
City of Colorado Springs, CO	✓
City of Farmington, NM	✓
City of Flagstaff, AZ	✓
City of Rio Rancho, NM	✓
City of Santa Fe, NM	✓
Colorado Springs Utilities, CO	✓
County of Bernalillo, NM	✓
County of Santa Fe, NM	✓
CompAnalyst	✓
Economic Research Institute (ERI)	✓
PayFactors	✓
American Published Power Association (APPA)	✓

✓ = Responded to Survey
or Online Data Collected

This study covers 118 benchmark jobs, which are representative of Los Alamos County's workforce. Benchmark jobs are listed below in alphabetical order. To assist survey respondents make job matches based on duties and qualifications rather than title, the survey instrument contained job summaries. **Appendix A** shows the job summaries for each benchmark job.

TABLE 2
BENCHMARK JOBS

Los Alamos County Benchmarks (Alphabetical Order)	
➤ Accountant	➤ Fleet Mechanic 1
➤ Accounting Operations Manager	➤ Gas, Water, and Sewer Field Supervisor
➤ Accounts Payable & Purchasing Card Administrator	➤ Gas, Water, and Sewer Shop Supervisor
➤ Animal Shelter Manager	➤ GIS System Specialist
➤ Application Analyst/Developer	➤ Golf Course Maintenance Superintendent
➤ Appraiser	➤ Head Golf Professional
➤ Assessment Specialist	➤ Housing & Special Projects Manager
➤ Assistant County Attorney	➤ Human Resources Manager (Director)
➤ Associate Planner	➤ Human Resources Technician
➤ Benefits & Pension Manager	➤ IT Program Manager
➤ Billing & Service Specialist	➤ Laborer
➤ Budget & Performance Manager	➤ Legal Assistant
➤ Building Inspector	➤ Librarian
➤ Business & ERP Manager	➤ Library Specialist
➤ Buyer	➤ Library Technician
➤ Case Coordination Specialist	➤ Lifeguard
➤ Chief Building Official	➤ Lineman Supervisor
➤ Chief Deputy Assessor	➤ Management Analyst
➤ Chief Deputy Clerk	➤ Office Manager
➤ Chief Information Officer	➤ Parks Maintenance Construction Specialist 2
➤ Chief Purchasing Officer	➤ Parks Superintendent
➤ Communications & Public Relations Administrator	➤ Parks, Recreation & Open Space Manager
➤ Community Development Director	➤ Payroll Specialist
➤ Community Services Director	➤ Permit Technician
➤ Compensation Analyst	➤ Planning Manager
➤ Consolidated Dispatch Center Manager	➤ Police Chief
➤ Construction Specialist 3	➤ Police Commander
➤ County Engineer	➤ Power System Operator
➤ Court Administrator	➤ Probation Officer

TABLE 2
BENCHMARK JOBS

Los Alamos County Benchmarks (Alphabetical Order)	
➤ Court Clerk	➤ Projects Manager
➤ Custodian	➤ Public Service Aide
➤ Database Administrator	➤ Public Works Director
➤ Deputy Chief Financial Officer	➤ Records and Information Management Program Manager
➤ Deputy Clerk	➤ Records and Information Management Specialist
➤ Deputy County Attorney	➤ Records Specialist
➤ Deputy County Manager	➤ Recreation Leader
➤ Deputy Utility Manager - Electric	➤ Recreation Program Manager
➤ Detention Administrator	➤ Recreation Specialist
➤ Detention Corporal	➤ Recreational Customer Service Associate
➤ Dispatcher 2	➤ Safety Coordinator (Manager)
➤ Economic Development Administrator	➤ Scale Operator
➤ Elections Manager	➤ Senior Office Specialist
➤ Emergency Management Specialist	➤ Sign/Marking Tech 1
➤ Emergency Services Commander	➤ Street Maintenance Superintendent
➤ EMS Training Coordinator	➤ Student
➤ Engineering Aide	➤ Supervisory Control and Data Acquisition System Specialist
➤ Engineering Associate	➤ Supply Specialist
➤ Engineering Project Manager	➤ Systems Administrator
➤ Environmental Services Manager	➤ Technical Support Specialist
➤ Environmental Services Technician	➤ Telecomm Network Specialist
➤ Equipment Operator	➤ Traffic & Streets Manager/Traffic Engineer
➤ Executive Assistant	➤ Traffic Electrician 2
➤ Facilities Manager	➤ Transit Customer Service Representative/Dispatcher 1
➤ Facilities Services Manager	➤ Transit Manager
➤ Fire & Life Safety Coordinator	➤ Transit Operator I
➤ Fire & Life Safety Technology Specialist	➤ Victim Assistant
➤ Fire Battalion Chief	➤ Visual Information Specialist
➤ Fire Chief	➤ Wastewater Treatment Plant Superintendent
➤ Fleet Manager	➤ Water Systems Supervisor

Summary of Findings

Overall, we found that Los Alamos County pay ranges for general employees are market competitive at the minimum, midpoint, and maximum, as shown in **Table 3**. We define market competitiveness as 95% to 105% of the market average.

TABLE 3
LOS ALAMOS COUNTY
MARKET POSITION ACROSS ALL BENCHMARK JOBS
PAY ONLY¹

Market Segment	Los Alamos County Pay Ranges as a Percent of the Market Average		
	Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
Custom Survey	101%	100%	100%
Published Data	98%	99%	97%
Overall	100%	100%	100%

Figures shown in **red** are below market (less than 95% of the market average)

Figures shown in **black** within the market range (95% to 105% of the market average)

Figures shown in **blue** are above market (more than 105% of the market average)

On a total compensation basis, taking into consideration base pay, employer health benefit costs, and retirement plan contributions, Los Alamos County's market position relative to employer total compensation costs is also market competitive (101% of the market average), as shown in **Table 4**.

TABLE 4
LOS ALAMOS COUNTY
MARKET POSITION ACROSS ALL BENCHMARK JOBS
TOTAL COMPENSATION

	Base Pay (Avg. Range Midpoint)	Employer Cost of Benefits		Average Employer Total Compensation Costs (Pay and Benefits)
		Average Annual Total Health Cost (Medical, Dental, & Vision)	Average Total Retirement Benefit Cost (Defined Benefit, Defined Contribution & Deferred Compensation)	
Overall Market Avg. (custom & published)	\$75,392	\$10,743	\$16,767	\$102,902
Los Alamos County	\$75,692	\$12,594	\$15,328	\$103,613
Los Alamos County as % of Overall Market Average	100%	117%	91%	101%

Figures shown in **red** are below market (less than 95% of the market average)

Figures shown in **black** within the market range (95% to 105% of the market average)

Figures shown in **blue** are above market (more than 105% of the market average)

¹ Base pay rates have been adjusted for geographic differences in the cost-of-labor, age of data, and workweek.

Methodology

Data Sources – Custom Survey Peer Employers

The ten (10) peer employers, shown below in **Table 5**, reflect a combination of cities, counties and other employers identified by Los Alamos County as representative of its competitive labor market for general employees.

TABLE 5
PEER EMPLOYERS

Peer Employers	
City of Albuquerque, NM	✓
City of Broomfield, CO	✓
City of Colorado Springs, CO	✓
City of Farmington, NM	✓
City of Flagstaff, AZ	✓
City of Rio Rancho, NM	✓
City of Santa Fe	✓
Colorado Springs Utilities, CO	✓
County of Bernalillo, NM	✓
County of Santa Fe, NM	✓

✓ = Responded to Survey
or Online Data Collected

Data Sources – Published Data

As a supplement to the peer employer data, we included salary information reported in the following published data sources, representative of the private sector:

Economic Research Institute (ERI), Salary Assessor 2019

The ERI Salary Assessor compiles pay data from hundreds of published data sources for thousands of job titles. The database is updated quarterly and provides salary information for nearly any geographic area in the U.S. The information in this report reflects October 1, 2019 compensation data at the 10th, 50th, and 90th percentiles. Data was collected for the United States Average and adjusted upward 7.4% to reflect the cost of labor differences between the United States Average and Los Alamos, NM.

IBM Kenexa CompAnalyst 2019

We compiled pay data reported by IBM Kenexa in their CompAnalyst database. This report reflects the 10th, 50th and 90th percentiles of base salaries. The pay information is effective as of October 1, 2019.

PayFactors 2019

Payfactors provides a database of compensation data from over 2,000 surveys that include 156 industries and sub-industries. This report reflects the 10th, 50th, and 90th percentiles of base salaries, with a data effective date of October 1, 2019.

American Public Power Association (APPA), 2019

APPA's 2019 Public Power Salary Survey Report provides the results from their survey of salaries within public power utilities, including 27 management positions and 25 non-management positions. This report reflects the 25th, 50th, and 75th percentiles of salaries for utilities in the western region (Alaska, Arizona, California, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, and Washington) with more than \$15 million in revenue, with a data effective date of May 1, 2019.

Data Adjustments – Geographic Cost of Labor

To recognize the geographic cost differences among the locations, we adjusted salaries using the geographic wage and salary differentials (cost of labor differentials) reported by Economic Research Institute (ERI) in 2019, as shown in **Table 6**. Of the 10 participating peer employers, one (1) required a negative adjustment because the costs in this area are higher than in Los Alamos. Nine (9) required a positive adjustment because the labor costs in these areas are lower than in Los Alamos.

TABLE 6
GEOGRAPHIC ADJUSTMENTS

Peer Employers	Peer Location	Geographic Adjustment ²
City of Albuquerque, NM	Albuquerque, NM	-3.94%
City of Broomfield, CO	Broomfield, CO	1.42%
City of Colorado Springs, CO	Colorado Springs, CO	8.48%
City of Farmington, NM	Farmington, NM	9.93%
City of Flagstaff, AZ	Flagstaff, AZ	17.51%
City of Rio Rancho, NM	Rio Ranch, NM	11.76%
City of Santa Fe	Santa Fe, NM	13.77%
Colorado Springs Utilities, CO	Colorado Springs, CO	8.48%
County of Bernalillo, NM	Bernalillo County, NM	11.53%
County of Santa Fe, NM	Santa Fe County, NM	15.98%
Los Alamos County, NM	Los Alamos County, NM	--

It is important to note that these cost-of-labor differentials may not be the same as cost-of-living differences. While cost-of-living measurements reflect the supply and demand for goods and services, cost of labor measurements reflect the supply and demand for employees. For example, housing costs in a peer employer's area might be significantly higher than in Los Alamos, which

² Based on Economic Research Institute Geographic Assessor as of 10/1/2019.

would place an upward pressure on the cost of living index. Nevertheless, the supply of eligible workers might also be higher in that peer employer's area, which would place a downward pressure on the cost of labor. Consequently, while we would see differences between Los Alamos and that peer employer in the cost of labor, the cost of labor difference would not be as great as the cost of living difference.

ERI emphasizes that – for adjusting salaries in a market study such as this one – the cost of labor differentials provide a more accurate method of determining whether employers are paying a competitive wage appropriate to a given geographic area.

Data Adjustments - Workweek Adjustments

Since workweeks can vary across peer employers, we would adjust the reported pay rates to be consistent with Los Alamos County's standard work schedule, as shown in **Table 7**. Both the County of Bernalillo and the County of Santa Fe have one position each, matches for the benchmarks Lifeguard and Laborer respectively, with a workweek of 37.5 hours, rather than the 40 hour workweek that all other positions have. The salaries of these positions were adjusted up by 6.67%. All other peer matches have the same 40-hour workweek as Los Alamos County positions.

**TABLE 7
WORKWEEK ADJUSTMENTS**

Peer Employers	Hours Per Week	Percent Adjustment
City of Albuquerque, NM	40	0.00%
City of Broomfield, CO	40	0.00%
City of Colorado Springs, CO	40	0.00%
City of Farmington, NM	40	0.00%
City of Flagstaff, AZ	40	0.00%
City of Rio Rancho, NM	40	0.00%
City of Santa Fe	40	0.00%
Colorado Springs Utilities, CO	40	0.00%
County of Bernalillo, NM	37.5	6.67%
	40	0.00%
County of Santa Fe, NM	37.5	6.67%
	40	0.00%
Los Alamos County, NM	40	--

Data Adjustments - Overall Adjustments

The combined adjustments for each peer employer, taking into consideration both geographic and workweek adjustments are shown in **Table 8**.

TABLE 8
COMBINED ADJUSTMENTS TO BASE PAY INFORMATION

Peer Employers	Geographic Adjustments	Workweek Adjustment	Both Adjustments Combined
City of Albuquerque, NM	-3.94%	0.00%	-3.94%
City of Broomfield, CO	1.42%	0.00%	1.42%
City of Colorado Springs, CO	8.48%	0.00%	8.48%
City of Farmington, NM	9.93%	0.00%	9.93%
City of Flagstaff, AZ	17.51%	0.00%	17.51%
City of Rio Rancho, NM	11.76%	0.00%	11.76%
City of Santa Fe	13.77%	0.00%	13.77%
Colorado Springs Utilities, CO	8.48%	0.00%	8.48%
County of Bernalillo, NM	11.53%	6.67%	18.97%
		0.00%	11.53%
County of Santa Fe, NM	15.98%	6.67%	23.72%
		0.00%	15.98%
Los Alamos County, NM	--	--	--

Study Findings – Pay Ranges

In alphabetical order, **Table 9** details the pay ranges and number of job matches for all benchmark jobs. Benchmark positions needed three or more peer matches to be considered to have sufficient data to determine market competitiveness.³ Despite the County's pay structure being market competitive on average across all benchmarks jobs, there is significant variation in the individual market competitiveness of each benchmark.

TABLE 9
LOS ALAMOS COUNTY'S MARKET POSITION BY BENCHMARK

#	Benchmark Job Title	# of Matches	Los Alamos County as a % of the Market Average		
			Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
1	Accountant	13	112%	115%	115%
2	Accounting Operations Manager	13	94%	97%	98%
3	Accounts Payable & Purchasing Card Administrator	5	116%	117%	115%
4	Animal Shelter Manager	5	103%	103%	101%
5	Application Analyst/Developer	8	96%	97%	96%
6	Appraiser	5	116%	102%	95%
7	Assessment Specialist	3	138%	134%	131%
8	Assistant County Attorney	10	93%	92%	92%
9	Associate Planner	10	113%	117%	117%
10	Benefits & Pension Manager	10	99%	100%	98%
11	Billing & Service Specialist	6	105%	106%	107%
12	Budget & Performance Manager	10	94%	95%	95%
13	Building Inspector	7	105%	102%	100%
14	Business & ERP Manager	5	93%	95%	94%
15	Buyer	9	105%	106%	106%
16	Case Coordination Specialist	4	130%	126%	124%
17	Chief Building Official	6	115%	112%	111%
18	Chief Deputy Assessor	4	91%	80%	76%
19	Chief Deputy Clerk	1	Insufficient Data		
20	Chief Information Officer	7	81%	81%	80%

³ Segal typically finds that market findings need at least five matches to provide a reliable indication of an organization's market position amongst its peer employers. However, at Los Alamos County's request, the County's minimum of three or more matches to determine a market comparable position is used.

TABLE 9
LOS ALAMOS COUNTY'S MARKET POSITION BY BENCHMARK

#	Benchmark Job Title	# of Matches	Los Alamos County as a % of the Market Average		
			Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
21	Chief Purchasing Officer	13	91%	92%	90%
22	Communications & Public Relations Administrator	10	99%	99%	98%
23	Community Development Director	8	110%	110%	107%
24	Community Services Director	6	100%	101%	101%
25	Compensation Analyst	8	125%	128%	128%
26	Consolidated Dispatch Center Manager	4	89%	91%	93%
27	Construction Specialist 3	5	123%	130%	133%
28	County Engineer	10	81%	82%	82%
29	Court Administrator	5	103%	104%	104%
30	Court Clerk	6	117%	109%	109%
31	Custodian	9	108%	112%	111%
32	Database Administrator	10	116%	117%	117%
33	Deputy Chief Financial Officer	9	96%	98%	98%
34	Deputy Clerk	4	78%	76%	75%
35	Deputy County Attorney	6	90%	90%	90%
36	Deputy County Manager	5	107%	106%	105%
37	Deputy Utility Manager - Electric	5	69%	70%	69%
38	Detention Administrator	2	Insufficient Data		
39	Detention Corporal	2	Insufficient Data		
40	Dispatcher 2	6	116%	123%	125%
41	Economic Development Administrator	9	101%	96%	95%
42	Elections Manager	3	84%	81%	78%
43	Emergency Management Specialist	5	76%	75%	74%
44	Emergency Services Commander	3	100%	102%	103%
45	EMS Training Coordinator	3	111%	109%	108%
46	Engineering Aide	7	101%	101%	99%
47	Engineering Associate	10	126%	130%	127%
48	Engineering Project Manager	9	84%	86%	85%
49	Environmental Services Manager	6	97%	98%	98%
50	Environmental Services Technician	6	108%	112%	115%

TABLE 9
LOS ALAMOS COUNTY'S MARKET POSITION BY BENCHMARK

#	Benchmark Job Title	# of Matches	Los Alamos County as a % of the Market Average		
			Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
51	Equipment Operator	7	111%	110%	109%
52	Executive Assistant	8	96%	98%	99%
53	Facilities Manager	10	96%	95%	94%
54	Facilities Services Manager	9	103%	103%	102%
55	Fire & Life Safety Coordinator	2	Insufficient Data		
56	Fire & Life Safety Technology Specialist	0	Insufficient Data		
57	Fire Battalion Chief	4	96%	105%	112%
58	Fire Chief	6	103%	104%	104%
59	Fleet Manager	11	104%	103%	100%
60	Fleet Mechanic 1	10	80%	83%	84%
61	Gas, Water, and Sewer Field Supervisor	3	88%	87%	67%
62	Gas, Water, and Sewer Shop Supervisor	0	Insufficient Data		
63	GIS System Specialist	10	123%	125%	122%
64	Golf Course Maintenance Superintendent	5	101%	94%	86%
65	Head Golf Professional	3	110%	100%	92%
66	Housing & Special Projects Manager	5	130%	124%	121%
67	Human Resources Manager (Director)	12	87%	81%	89%
68	Human Resources Technician	7	97%	98%	97%
69	IT Program Manager	10	112%	114%	114%
70	Laborer	7	87%	90%	91%
71	Legal Assistant	9	107%	107%	106%
72	Librarian	8	117%	116%	114%
73	Library Specialist	4	105%	103%	101%
74	Library Technician	6	91%	94%	95%
75	Lifeguard	4	133%	146%	154%
76	Lineman Supervisor	2	Insufficient Data		
77	Management Analyst	4	108%	111%	111%
78	Office Manager	8	105%	104%	102%
79	Parks Maintenance Construction Specialist 2	4	114%	116%	118%

TABLE 9
LOS ALAMOS COUNTY'S MARKET POSITION BY BENCHMARK

#	Benchmark Job Title	# of Matches	Los Alamos County as a % of the Market Average		
			Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
80	Parks Superintendent	5	96%	95%	94%
81	Parks, Recreation & Open Space Manager	6	120%	120%	120%
82	Payroll Specialist	10	119%	120%	119%
83	Permit Technician	6	131%	130%	126%
84	Planning Manager	10	83%	85%	84%
85	Police Chief	7	99%	97%	95%
86	Police Commander	5	80%	90%	98%
87	Power System Operator	3	103%	96%	97%
88	Probation Officer	2	Insufficient Data		
89	Projects Manager	8	109%	111%	110%
90	Public Service Aide	7	91%	96%	97%
91	Public Works Director	7	88%	89%	89%
92	Records and Information Management Specialist	5	82%	85%	85%
93	Records and Information Management Program Manager	7	114%	116%	116%
94	Records Specialist	5	127%	127%	124%
95	Recreation Leader	3	144%	141%	139%
96	Recreation Program Manager	6	108%	104%	101%
97	Recreation Specialist	7	111%	111%	108%
98	Recreational Customer Service Associate	0	Insufficient Data		
99	Safety Coordinator (Manager)	7	97%	96%	95%
100	Scale Operator	4	127%	134%	137%
101	Senior Office Specialist	4	107%	105%	102%
102	Sign/Marking Tech 1	5	96%	97%	98%
103	Street Maintenance Superintendent	9	91%	90%	89%
104	Student	2	Insufficient Data		
105	Supervisory Control and Data Acquisition System Specialist	1	Insufficient Data		
106	Supply Specialist	5	95%	100%	101%
107	Systems Administrator	9	109%	110%	109%
108	Technical Support Specialist	7	106%	104%	101%

TABLE 9
LOS ALAMOS COUNTY'S MARKET POSITION BY BENCHMARK

#	Benchmark Job Title	# of Matches	Los Alamos County as a % of the Market Average		
			Pay Range Minimum	Pay Range Midpoint	Pay Range Maximum
109	Telecomm Network Specialist	4	84%	84%	83%
110	Traffic & Streets Manager/Traffic Engineer	9	115%	116%	116%
111	Traffic Electrician 2	2	Insufficient Data		
112	Transit Customer Service Representative/Dispatcher 1	3	98%	103%	104%
113	Transit Manager	7	94%	93%	90%
114	Transit Operator I	2	Insufficient Data		
115	Victim Assistant	4	119%	120%	120%
116	Visual Information Specialist	6	102%	102%	99%
117	Wastewater Treatment Plant Superintendent	3	112%	101%	94%
118	Water Systems Supervisor	3	81%	84%	84%
	Overall Market Average	--	100%	100%	100%

Study Findings – Pay Policies and Practices

The survey document included questions related to the following pay policies and practices:

- Pay Plan/Pay Schedule Information
- Pay Progression
- Pay Increase Guarantees
- Hiring Rates
- Performance-Based Rewards, Bonuses or Recognition
- Supplemental Pay
- Additional Benefit Offerings
- Standby and Call-Back Pay
- Overtime Pay
- Shift Differentials

Tables 10 through 44 show the market study findings for these compensation policies and practices. NR indicates “Not Reported”, meaning that a peer did not give a response in regards to a particular policy. Dashes (--) indicated that the County or the peer employer does not offer the compensation policy, or that the question does not apply.

Pay Plan/Pay Schedule Information

Survey Question: What type(s) of pay plan(s) cover the job titles listed in Tab 9 (Benchmark Job Summaries, see Appendix A)?

TABLE 10
PAY PLANS

Peer Employers	Grade and Step	Grades, No Steps	No Ranges
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	√	--
City of Flagstaff, AZ	--	√	√
City of Rio Rancho, NM	--	√	--
City of Santa Fe	√	√	--
Colorado Springs Utilities	--	√	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	√	√	--
<i>Count of Used</i>	2	6	1
Los Alamos County, NM	√	--	--

Pay Progression

Survey Question: How do employees progress through the pay range for their current job title?

TABLE 11
PAY PROGRESSION

Peer Employers	Longevity	Merit/ Performance	Market Data Adjustments	Indexes (CPI, GWI, etc.)	Budget Process /Financial Ability
City of Albuquerque, NM	NR	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR	NR
City of Farmington, NM	√	√	√	√	√
City of Flagstaff, AZ	√	√	√	√	√
City of Rio Rancho, NM	√	--	√	√	√
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	--	√	--	--	--
County of Bernalillo, NM	NR	NR	NR	NR	NR
County of Santa Fe, NM	√	√		√	√
<i>Count of Used</i>	4	4	3	4	4
Los Alamos County, NM	--	√	√	Structure Moves	√

Survey Question: Which of the following do you use to adjust pay ranges/schedules?

TABLE 12
PAY RANGE/SCHEDULE ADJUSTMENTS

Peer Employers	Market Data	Indexes (CPI, GWI, etc.)	Budget Process /Financial Ability	Collective Bargaining Agreement
City of Albuquerque, NM	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	√	√	√	√
City of Flagstaff, AZ	√	√	√	--
City of Rio Rancho, NM	√	√	√	√
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	√	--	--	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	--	--	√	√
<i>Count of Used</i>	4	3	4	3
Los Alamos County, NM	√	√	√	--

Survey Question: Do you have written documents/policies for the issues listed below?

TABLE 13
WRITTEN POLICIES

Peer Employers	Organization Philosophy	Reclassifications	Promotions	Pay Compression Issues	Merit Administration
City of Albuquerque, NM	NR	NR	NR	NR	NR
City of Broomfield, CO	√	√	√	--	√
City of Colorado Springs	NR	NR	NR	NR	NR
City of Farmington, NM	NR	NR	NR	NR	NR
City of Flagstaff, AZ	√	√	√	--	--
City of Rio Rancho, NM	√	√	√	√	√
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	√	√	√	--	√
County of Bernalillo, NM	NR	NR	NR	NR	NR
County of Santa Fe, NM	√	√	√	--	√
<i>Count of Yes</i>	5	5	5	1	4
Los Alamos County, NM	√	√	√	--	√

Survey Question: Please indicate the pay range increases (%) scheduled for each fiscal year.

TABLE 14
PAY RANGE INCREASES

Peer Employers	FY 2019	FY 2020	FY 2021
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	2%	3% - 4%	TBD
City of Flagstaff, AZ	Varies	Varies	TBD
City of Rio Rancho, NM	1%	2.5%	TBD
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	2%	2%	TBD
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	2-2.5%	2-2.5%	TBD
Los Alamos County, NM	1%	1%	NR

Pay Increase Guarantees

Survey Question: How do employees progress between the pay ranges?

TABLE 15
PAY INCREASE GUARANTEES

Peer Employers	Minimum guaranteed pay increase percentage for promotions?	Required vacancy before promotion is recommended?	Minimum guaranteed pay increase percentage for reclassification?	Policy Description
City of Albuquerque, NM	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	No	Yes	No	--
City of Flagstaff, AZ	Yes	Yes	Yes	Minimum 6% increase in new salary
City of Rio Rancho, NM	Yes	Yes	Yes	NR
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	No	Yes	No	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	No	Yes	No	--
<i>Count of Used</i>	2	5	2	--
Los Alamos County, NM	No	Varies	Yes	Promotional increases generally range from 1% to 5%

Survey Question: Do you offer pay equity adjustments?

TABLE 16
PAY EQUITY ADJUSTMENTS

Peer Employers	Offered? (Yes/No)	Based upon comparison with other employees in similarly situated jobs?	Policy Description
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	Yes	Yes	Department heads may recommend, or HR can explore positions that may require a job audit. HR will evaluate the position and other similar positions, work with the department head, and then make a joint recommendation to the City Manager.
City of Flagstaff, AZ	Yes	Yes	When an employee's position is reclassified to a higher level, every affected employee shall be assigned to the new salary range, no employees will receive a decrease as a result of a salary adjustment to a higher salary range, and those reclassified to a higher pay range that overlaps with their present range shall be placed in the new range at a salary resulting in a minimum increase of six (6) percent in pay unless the minimum increase would exceed the range maximum.
City of Rio Rancho, NM	Yes	Yes	The City's practice is to enforce pay equity on the basis of internal alignment.
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	No	--	Pay compression is examined as an issue and may lead to adjustments.
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	Yes	Yes	The County Manager may approve an increase in compensation other than COLA/merit, if in the best interests of the County. The resulting compensation shall not exceed the compensation for the range for the classification.
Count of Offered	4	4	--
Los Alamos County, NM	Yes	Yes	The County Manager, or the Utilities Manager in the case of Department of Public Utilities employees, may grant salary changes based upon Department Director recommendations as appropriate in accordance with personnel rules. In addition, corrective steps may be granted as a result of adverse impact analysis (e.g. age, race, gender, etc.) as recommended by the HR Manager."

Survey Question: Do you provide automatic increases or an automatic title/pay grade/pay increase upon achievement of certain milestones, e.g., education or certification?

TABLE 17
AUTOMATIC INCREASES

Peer Employers	Offered? (Yes/No)	Amount	Policy
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	No	--	--
City of Flagstaff, AZ	No	--	--
City of Rio Rancho, NM	Yes	Varies	Automatic increases provided following employees' collective bargaining agreements.
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	No	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	Yes	Varies	Provided when the increase is in accordance with the position's union contract.
<i>Count of Offered</i>	2	--	--
Los Alamos County, NM	Varies	Varies	Employees can gain additional steps in their grade for higher education in excess of requirements for the job they hold.

Hiring Rates

Survey Question: Can new starting employees receive an above pay range minimum salary that is commensurate with their years of related experience?

TABLE 18
START ABOVE MINIMUM

Peer Employers	Offered? (Yes/No)	Policy
City of Albuquerque, NM	NR	NR
City of Broomfield, CO	NR	NR
City of Colorado Springs	NR	NR
City of Farmington, NM	Yes	New employees are evaluated based upon their experience and education and offered a recommended salary approved by the City Manager.
City of Flagstaff, AZ	No	--
City of Rio Rancho, NM	Yes	Only available to some City positions.
City of Santa Fe	NR	NR
Colorado Springs Utilities	Yes	NR
County of Bernalillo, NM	NR	NR
County of Santa Fe, NM	Yes	Typically offered the minimum compensation for the range of the employee's position. A higher salary may be offered if the employee's qualifications or other considerations warrant a higher compensation. The HR Director's approval is required for any entrance compensation more than five percent (5%) above the minimum compensation of the range.
<i>Count of Offered</i>	4	--
Los Alamos County, NM	Yes	Relevant experience beyond the minimum requirements is multiplied by 1.5 for step placement consideration.

Performance-Based Rewards, Bonuses, or Recognition

TABLE 19
PERFORMANCE-BASED REWARDS, BONUSES, OR RECOGNITION

Peer Employers	Organization-wide Bonuses	Department/Team Bonuses	Individual Bonuses
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	--	--
City of Flagstaff, AZ	--	--	--
City of Rio Rancho, NM	--	--	--
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	--	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
Los Alamos County, NM	--	--	Pay for performance for all regular employees who have completed probation and received at least a meets on their performance review

TABLE 20
PERFORMANCE-BASED REWARDS, BONUSES, OR RECOGNITION

Peer Employers	Longevity Premium	Sign On Bonuses	Spot Bonuses	Retention Bonuses
City of Albuquerque, NM	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	--	Police only	--	Electric utility positions, under unusual circumstances where retention is crucial.
City of Flagstaff, AZ	--	Police only, amount varies	--	--
City of Rio Rancho, NM	--	--	--	--
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	--	--	--	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	AFSCME 1413 employees receive a 1%, 2%, and 3% premium after 11, 15, and 20+ years, respectively.	--	--	Non-union employees can be offered at the County Manager's discretion.
Los Alamos County, NM	Regular employees with 5 years with the County are eligible for \$50/year if receive at least "Meets Expectations" on annual evaluation.	Varies by situation.	--	Varies by situation.

Supplemental Pay

Survey Question: Does your organization provides supplemental pay?

TABLE 21
TUITION ASSISTANCE/EDUCATION REFUND

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	Varies	Annual	Amount dependent on degree.
City of Flagstaff, AZ	Up to 100%	Annual	May be reimbursed 100%, if funds are available, of tuition up to 12 credit hours per calendar year if the employee receives a grade of B or better. Receives a stipend of \$75 for each course tuition reimbursement received for.
City of Rio Rancho, NM	Varies	Annual	Will reimburse eligible employees for 100 and 200 level courses up to \$50.00 per credit hour. For 300 and above level courses, the City will reimburse at no more than the rate charged by the University of New Mexico for each credit hour. If the tuition is less than \$50.00 per credit hour the employee may use the excess for books and lab fees.
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	\$5,250	Annual	Must have at least 1 year of service.
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	\$2,500	Annual	Employee may be required to reimburse the County for the total amount of education assistance received.
<i>Count of Offered</i>	5	--	--
Los Alamos County, NM	Varies	Annual	Tuition assistance will be determined by the availability of funds and limited to a maximum of fifteen (15) credit hours for undergraduate and/or graduate coursework during a fiscal year for each applicant. Tuition assistance may be approved up to a maximum of \$100.00 per credit hour for approved courses and up to \$250.00 per credit hour for graduate level courses.

TABLE 22
PARKING BENEFITS

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	--	--
City of Flagstaff, AZ	--	--	Currently working on creating a parking management system under which employees will not need to pay for parking at their workplace.
City of Rio Rancho, NM	--	--	--
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	Varies	Ongoing	Only applies at the downtown location.
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
<i>Count of Offered</i>	1	--	--
Los Alamos County, NM	--	--	--

TABLE 23
WELLNESS INCENTIVES

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	10% off premium	Annual	Received for completing wellness initiatives
City of Flagstaff, AZ	\$240 off medical plan premium	Annual	Must earn "points" on various wellness factors to receive.
City of Rio Rancho, NM	Varies	Annual	NR
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	Varies	NR	NR
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	Varies	Annual	Gym membership if enrolled in medical benefits.
<i>Count of Offered</i>	5	--	--
Los Alamos County, NM	--	--	Discounts to YMCA. Free access to county pools and ice rink. Reduced fee at golf course.

TABLE 24
COMMUTER BENEFITS

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	--	--
City of Flagstaff, AZ	Varies	Ongoing	Employees may receive a City Employee EcoPass, allowing them to ride the buses free of charge.
City of Rio Rancho, NM	--	--	--
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	--	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
<i>Count of Offered</i>	1	--	--
Los Alamos County, NM	--	--	--

TABLE 25
RELOCATION ASSISTANCE

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	Varies	One Time	Amount depends upon position and situation related to a specific recruitment.
City of Flagstaff, AZ	Varies	One Time	NR
City of Rio Rancho, NM	Varies	One Time	NR
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	Varies	One Time	Depends upon job classification.
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
<i>Count of Offered</i>	4	--	--
Los Alamos County, NM	Varies	Available on case-by-case basis	The maximum reimbursement shall not exceed an aggregate total of ten thousand dollars for each move.

TABLE 26
REFERRAL/RECRUITMENT BONUS

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	--	--
City of Flagstaff, AZ	Varies	One Time	Police employees only.
City of Rio Rancho, NM	\$500 - \$1,000	One Time	A recruitment incentive of \$1,000 shall be awarded to any employee that recruits a certified dispatcher or police officer and \$500 shall be awarded to any employee that recruits a new (noncertified) dispatcher or police officer.
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	--	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
<i>Count of Offered</i>	2	--	--
Los Alamos County, NM	Varies	One Time	New hire compensation shall not exceed \$5,000.00, shall be in accordance with the signed agreement and shall be payable with the first full regular payroll period after the employee's date of hire. Retention compensation shall not exceed \$5,000.00, shall be in accordance with the signed agreement and shall be payable with the first full regular payroll period following successful completion of probation.

TABLE 27
SPECIAL SKILLS

Peer Employers	Amount	Frequency	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	--	--	--
City of Flagstaff, AZ	Varies	Annual	NR
City of Rio Rancho, NM	Varies	Ongoing	\$20 per pay period for Spanish interpreters. \$25 per pay period for Police Department Field Training Officers, Field Investigators, and those on Hazardous Duty. 0.75 hours of comp time a day for Police Canine Handlers. Inspectors can receive a 2.5% increase, up to 10% total, for each additional certification they obtain beyond those required for their position.
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	--	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
<i>Count of Offered</i>	2	--	--
Los Alamos County, NM	Varies	Quarterly	If certified as a Language Access Specialist, the Municipal Court can pay \$30 per hour for interpreter services provided to the Municipal Court, which will be paid in a lump sum by quarter. The program and compensation is reviewed as needed.

Additional Benefit Offerings

TABLE 28
FLEXIBLE SCHEDULES AND/OR COMPRESSED WORKWEEK

Peer Employers	Policy
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	Departments have been told to explore how they can offer flexible schedules and many do.
City of Flagstaff, AZ	Requests considered on a case-by-case basis. Options are four 10-hour days, four 9-hour days and one 4-hour day, or a 9-80 schedule.
City of Rio Rancho, NM	Employees may apply for a flextime schedule, needs to be approved by the Department Director.
City of Santa Fe	NR
Colorado Springs Utilities	Available option in some areas.
County of Bernalillo, NM	NR
County of Santa Fe, NM	Depends upon internal department policy and union contracts.
Los Alamos County, NM	Departments may establish work schedules based on operational needs and approved by the County Manager or Utilities Manager as applicable.

TABLE 29
TELEWORK

Peer Employers	Policy
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	--
City of Flagstaff, AZ	--
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	Available option in some areas, particularly in the call center.
County of Bernalillo, NM	NR
County of Santa Fe, NM	--
Los Alamos County, NM	--

TABLE 30
STUDENT LOAN FORGIVENESS

Peer Employers	Policy
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	--
City of Flagstaff, AZ	--
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	--
County of Bernalillo, NM	NR
County of Santa Fe, NM	--
Los Alamos County, NM	--

TABLE 31
SERVICE RECOGNITION

Peer Employers	Policy
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	Annual employee service awards for 5, 10, 15, 20, and 25+ years of service.
City of Flagstaff, AZ	Have an Employee Recognition and Awards Program with Service Awards. Gives employees a City pin at 5 years, and at 10 to 35 years of service, in five-year increments, an employee is eligible to choose from a catalogue any item of their choice.
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	Holds Service Awards and a luncheon.
County of Bernalillo, NM	NR
County of Santa Fe, NM	Employees receive a pen for 5, 10, and 15 years of service. At 20 years, employees will receive a plaque. Employees receive a signed letter from the County Manager for 5, 10, 15, and 20 years of service.
Los Alamos County, NM	Employees receive a pin for 5, 10, 15, 20, and 25 years of service. Employees receive a signed certificate from the County Manager for 5, 10, 15, 20, and 25 years of service. At time of retirement with at least 10 years of service employees receive an engraved plaque."

TABLE 32
LEADERSHIP DEVELOPMENT

Peer Employers	Policy
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	Offers ongoing trainings.
City of Flagstaff, AZ	--
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	Provides trainings.
County of Bernalillo, NM	NR
County of Santa Fe, NM	Offers NM Edge course, leadership courses through LocalGovU, and have an Employee Development Program.
Los Alamos County, NM	Offers LAC Academy, which is an in-house leadership course, as an Employee Development Program.

Standby and Call-Back Pay

TABLE 33
PAY FOR HOLIDAYS
WORKED ON REGULARLY SCHEDULED WORKDAY

Peer Employers	Minimum # of Hours Paid	Applicable EE Group	Rate of Pay	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	--	Non-Exempt	Straight Time	--
City of Flagstaff, AZ	--	Non-Exempt	Overtime Rate	--
City of Rio Rancho, NM	--	Non-Exempt	Overtime Rate	--
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	--	Non-Exempt	Double Time	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	Full Shift	Non-Exempt	Overtime Rate	--
Los Alamos County, NM	Based on 8 hours, prorated for part-time	Non-Exempt	Overtime Rate	Eligible holiday hours at straight time and premium of 1.5 employee straight time rate for hours actually worked on holiday.

TABLE 34
PAY FOR WEEKENDS
WORKED ON REGULARLY SCHEDULED WORKDAY

Peer Employers	Minimum # of Hours Paid	Applicable EE Group	Rate of Pay	Additional Policy Information
City of Albuquerque, NM	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	--	Non-Exempt	Straight Time	--
City of Flagstaff, AZ	--	Non-Exempt	Straight Time	--
City of Rio Rancho, NM	--	Non-Exempt	Straight Time	--
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	--	Non-Exempt	Double Time	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	Full Shift	Non-Exempt	Straight Time	--
Los Alamos County, NM	Full Shift	Non-Exempt	Straight Time	--

TABLE 35
PAY FOR HOLIDAYS
WORKED ON NON-REGULARLY SCHEDULED WORKDAY

Peer Employers	Minimum # of Hours Paid	Applicable EE Group	Rate of Pay	Additional Policy Information
City of Albuquerque, NM	NR	NR	Double Time	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	--	Non-Exempt	Overtime Rate	--
City of Flagstaff, AZ	--	NR	Double Time	--
City of Rio Rancho, NM	--	Non-Exempt	Overtime Rate	--
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	--	Non-Exempt	Double Time	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	Full Shift	Non-Exempt	Overtime Rate	--
Los Alamos County, NM	Based on 8 hours, prorated for part-time	Non-Exempt	Overtime Rate	Eligible holiday hours at straight time and premium of 1.5 employee straight time rate for hours actually worked on holiday.

TABLE 36
PAY FOR WEEKENDS
WORKED ON NON-REGULARLY SCHEDULED WORKDAY

Peer Employers	Minimum # of Hours Paid	Applicable EE Group	Rate of Pay	Additional Policy Information
City of Albuquerque, NM	NR	NR	Overtime Rate	NR
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	--	Non-Exempt	Overtime Rate	--
City of Flagstaff, AZ	--	NR	Overtime Rate	--
City of Rio Rancho, NM	--	Non-Exempt	Overtime Rate	--
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	--	Non-Exempt	Overtime Rate	--
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	Full Shift	Non-Exempt	Straight Time	--
Los Alamos County, NM	NR	Non-Exempt	Overtime	--

Survey Question: How are employees paid when called back to work (Call-In or Call-Back pay)?

TABLE 37
CALL-IN OR CALL-BACK PAY

Peer Employers	Holidays	Saturdays	Sundays	Regularly scheduled day off	Regularly scheduled leave day
City of Albuquerque, NM	NR	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR	NR
City of Farmington, NM	Non-Exempt employees paid at overtime rate.				
City of Flagstaff, AZ	Non-Exempt employees paid at overtime rate.	Non-Exempt employees paid at straight time rate.			
City of Rio Rancho, NM	Non-Exempt employees eligible, paid at overtime rate with a 2 hour minimum.				
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	Non-Exempt employees paid double time.	Non-Exempt employees paid overtime.	Non-Exempt employees paid double time.	Non-Exempt employees paid overtime.	Non-Exempt employees paid straight time.
County of Bernalillo, NM	NR	NR	NR	NR	NR
County of Santa Fe, NM	Non-Exempt employees paid at overtime rate.			Non-Exempt employees paid straight time.	
Los Alamos County, NM	Non-Exempt employees paid 1.5 times regular pay, plus holiday pay, plus paid administrative leave.	Non-Exempt employees paid 1.5 times regular pay.	Non-Exempt employees paid 1.5 times regular pay.	Non-Exempt employees paid 1.5 times regular pay.	Non-Exempt employees paid 1.5 times regular pay.

Survey Question: How are employees paid for being on-call (On-Call pay)?

TABLE 38
ON-CALL PAY

Peer Employers	Holidays	Saturdays	Sundays	Regularly scheduled day off	Regularly scheduled leave day
City of Albuquerque, NM	NR	NR	NR	NR	NR
City of Broomfield, CO	NR	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR	NR
City of Farmington, NM	Non-Exempt employees are paid at the straight time rate on holidays and weekends.				
City of Flagstaff, AZ	Non-Exempt employees paid at overtime rate.				
City of Rio Rancho, NM	On-call is considered an off-duty, unpaid status.				
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	Standby pay for non-exempt employees is 15% of their base pay rate for off duty hours.				
County of Bernalillo, NM	NR	NR	NR	NR	NR
County of Santa Fe, NM	Non-Exempt employees paid straight time. Non-union employees are given 1 hour of comp time for 24 hours of on-call time, or given two hours if on a holiday.				
Los Alamos County, NM	Stand by pay for non-exempt employees is an additional 8 or 16 hours at their regular rate for a full calendar week assignment.				

Overtime Pay

Survey Question: What types of exempt jobs, if any, are eligible for paid overtime or comp time?

**TABLE 39
OVERTIME PAY**

Peer Employers	Overtime Eligible Jobs Explanation
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	--
City of Flagstaff, AZ	--
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	--
County of Bernalillo, NM	NR
County of Santa Fe, NM	Most FLSA exempt jobs are eligible for comp time up to 60 or 80 hours, depending on union status. Exempt/At-will positions are not eligible for comp time.
Los Alamos County, NM	Exempt jobs eligible to earn up to 60 hours comp-time with approval (after 45 hours worked in a week), hour for hour basis - not paid out. Exempt employees may be paid for pre-approved hours in excess of 45 hours per week with County Manager/Utilities Manager approval at straight time rates.

Survey Question: Is there a limit on the accrual of compensatory time in a given year for exempt and non-exempt jobs?

TABLE 40
ACCRUAL OF COMPENSATORY TIME

Peer Employers	Accrual of Compensatory Time
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	No limit.
City of Flagstaff, AZ	Yes, but no details given.
City of Rio Rancho, NM	240 hour maximum for non-public safety personnel.
City of Santa Fe	NR
Colorado Springs Utilities	Yes, but no details given.
County of Bernalillo, NM	NR
County of Santa Fe, NM	Yes, up to 60 or 80 hours.
Los Alamos County, NM	Yes – 60 hours for exempt, 120 hours for non-exempt and 240 hours for police officers and firefighters.

Survey Question: Are employees in exempt jobs compensated by paid overtime, comp time or either?

TABLE 41
EXEMPT POSITIONS COMPENSATION

Peer Employers	Paid Overtime	Comp Time
City of Albuquerque, NM	NR	NR
City of Broomfield, CO	NR	NR
City of Colorado Springs	NR	NR
City of Farmington, NM	--	--
City of Flagstaff, AZ	--	--
City of Rio Rancho, NM	--	--
City of Santa Fe	NR	NR
Colorado Springs Utilities	--	--
County of Bernalillo, NM	NR	NR
County of Santa Fe, NM	No	Yes
Los Alamos County, NM	Yes, with prior approval in excess of 45 hours	No

Survey Question: At what rate are employees in exempt jobs compensated for overtime, if applicable?

TABLE 42
EXEMPT POSITIONS COMPENSATION FOR OVERTIME

Peer Employers	Over Time Rate
City of Albuquerque, NM	NR
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	--
City of Flagstaff, AZ	--
City of Rio Rancho, NM	--
City of Santa Fe	NR
Colorado Springs Utilities	--
County of Bernalillo, NM	NR
County of Santa Fe, NM	Straight Time
Los Alamos County, NM	Straight time in excess of 45 hours with prior approval

Shift Differentials

Survey Question: If your organization provides a shift differential, please indicate your policy below.

TABLE 43
2ND SHIFT DIFFERENTIAL

Peer Employers	Amount	Applicable Hours
City of Albuquerque, NM	NR	NR
City of Broomfield, CO	NR	NR
City of Colorado Springs	NR	NR
City of Farmington, NM	NR	NR
City of Flagstaff, AZ	NR	NR
City of Rio Rancho, NM	NR	NR
City of Santa Fe	NR	NR
Colorado Springs Utilities	NR	NR
County of Bernalillo, NM	NR	NR
County of Santa Fe, NM	Varies by union contract	Varies by union contract
Los Alamos County, NM	10%	Employees working between 6:00pm and 6:00am receive 10.00% night differential

TABLE 44
3RD SHIFT DIFFERENTIAL

Peer Employers	Amount	Applicable Hours
City of Albuquerque, NM	NR	NR
City of Broomfield, CO	NR	NR
City of Colorado Springs	NR	NR
City of Farmington, NM	NR	NR
City of Flagstaff, AZ	NR	NR
City of Rio Rancho, NM	NR	NR
City of Santa Fe	NR	NR
Colorado Springs Utilities	NR	NR
County of Bernalillo, NM	NR	NR
County of Santa Fe, NM	Varies by union contract	Varies by union contract
Los Alamos County, NM	10%	Employees working between 6:00pm and 6:00am receive 10.00% night differential

Study Findings – Paid Leave

The survey included questions related to paid time off, including:

- Vacation Leave/Paid Time Off
- Sick Leave
- Other Paid Leave
- Total Paid Leave

Details about each peer employer’s paid leave policies are shown in **Tables 45** through **54**, as well as in **Chart 1**. NR indicates “Not Reported”, meaning that a peer did not give a response in regards to a particular policy. Dashes (--) indicated that the County or the peer employer does not offer the compensation policy, or that the question does not apply.

TABLE 45
TYPE OF PAID LEAVE PROGRAM

Peer Employers	Traditional Leave or Paid Time Off (PTO)
City of Albuquerque, NM	Traditional Leave
City of Broomfield, CO	Segal Completed (based on 2015 report)
City of Colorado Springs	Segal Completed (based on 2015 report)
City of Farmington, NM	Traditional Leave
City of Flagstaff, AZ	Traditional Leave
City of Rio Rancho, NM	Traditional Leave
City of Santa Fe	Traditional Leave
Colorado Springs Utilities	Traditional Leave
County of Bernalillo, NM	Traditional Leave
County of Santa Fe, NM	Traditional Leave
Los Alamos County, NM	Traditional Leave

Vacation Leave and Paid Time Off (PTO)

Survey Question: How many Vacation OR Paid Time Off (PTO) leave days do employees accrue in a year?

TABLE 46
VACATION ACCRUAL

	Vacation Days Accrued per Year, by Completed Years of Service																											
Peer Employers	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	25 +	Total	
City of Albuquerque, NM	12.5	12.5	12.5	12.5	15	15	15	15	15	18	18	18	18	18	20	20	20	20	20	20	20	20	20	20	20	20	455	
City of Broomfield, CO ⁴	14	14	15	15	16	16	17	17	18	18	19	19	20	20	21	21	22	22	23	24	24	24	24	24	25	25	517	
City of Colorado Springs ⁵	11	11	11	11	11	12	13	14	15	16	17	18	19	20	21	21	21	21	21	21	21	21	21	21	21	21	451	
City of Farmington, NM	10	10	10	10	10	15	15	15	15	15	15	15	15	15	20	20	20	20	20	21	21	21	21	21	21	21	432	
City of Flagstaff, AZ *Vacation Day Accrual for FLSA Exempt Employees	16	16	16	16	18	18	18	18	18	21	21	21	21	21	23	23	23	23	23	26	26	26	26	26	28	28	560	
City of Rio Rancho, NM	3	3	3	3	5	5	5	5	5	5	5	5	5	5	6	6	6	6	6	6	6	6	6	6	6	6	134	
City of Santa Fe ⁶	20	22	22	22	22	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	635	
Colorado Springs Utilities	13	13	13	13	13	15	16	17	18	19	20	21	22	23	24	24	24	24	24	24	24	24	24	24	24	24	524	
County of Bernalillo, NM	13	13	13	13	13	17	17	17	17	17	20	20	20	20	20	22	22	22	22	22	26	26	26	26	26	29	517	
County of Santa Fe, NM	10	15	15	15	15	20	20	20	20	20	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	506	
Market Average	12	13	13	13	14	16	16	16	17	17	18	18	19	19	20	20	20	20	21	21	21	21	21	21	22	22	473	
Los Alamos County, NM	15	15	15	15	21	21	21	21	21	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24	573	
Difference between Los Alamos County and the Market Average	3	2	2	2	7	5	5	5	4	7	6	6	5	5	4	4	4	4	3	3	3	3	3	3	2	2	100	

⁴ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁵ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

⁶ City of Santa Fe: Vacation accrual rate for FLSA exempt employees.

Survey Question: Can employees carry-over unused vacation days? If "Yes," what is the maximum number of days that are "bankable"? If there is no limit, please write "unlimited."

TABLE 47
VACATION CARRY-OVER

Peer Employers	Carry-Over Offered? (Yes/No)	Maximum Number Bankable Days
City of Albuquerque, NM	Yes	30
City of Broomfield, CO ⁷	Yes	47.5
City of Colorado Springs ⁸	Yes	26
City of Farmington, NM	Yes	52
City of Flagstaff, AZ	Yes	16
City of Rio Rancho, NM	Yes	35
City of Santa Fe	Yes	Unlimited
Colorado Springs Utilities	Yes	29
County of Bernalillo, NM	Yes	36
County of Santa Fe, NM	Yes	30 (At-will = 42.5)
<i>Count of Yes</i>	10	--
Los Alamos County, NM	Yes	36

⁷ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁸ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Survey Question: Can employees cash-out unused vacation leave days? If "Yes," enter the maximum number of days an employee can cash out at the events listed below. If there is no limit, please write "unlimited."

TABLE 48
VACATION CASH-OUT

Peer Employers	Cash-Out Offered? (Yes/No)	Maximum Number of Days			Cash-Out Rate
		At Year End	At Termination	At Retirement	
City of Albuquerque, NM	Yes	--	Unlimited	Unlimited	100%
City of Broomfield, CO ⁹	Yes	47.5	47.5	47.5	100%
City of Colorado Springs ¹⁰	Yes	--	Unlimited	Unlimited	100%
City of Farmington, NM	Yes	--	52	52	100%
City of Flagstaff, AZ	Yes	--	Unlimited	Unlimited	100%
City of Rio Rancho, NM	Yes	35	35	35	100%
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	Yes	--	Unlimited	Unlimited	100%
County of Bernalillo, NM	Yes	40	Unlimited	Unlimited	100%
County of Santa Fe, NM	Yes	--	At Will 42.5 days, all others 30 days	At Will 42.5 days, all others 30 days	100%
<i>Count of Yes</i>	9	--	--	--	--
Los Alamos County, NM	Yes	--	Unlimited	Unlimited	100%

⁹ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

¹⁰ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Sick Leave

Survey Question: How many sick leave days are accrued in a year? Can employees carry-over unused sick leave days? If "Yes," enter the maximum number of days that an employee can "bank" into the space below. If there is no limit, please write "unlimited."

TABLE 49
SICK LEAVE CARRY-OVER

Peer Employers	Number of Sick Leave Days	Carry-Over Offered? (Yes/No)	Maximum Number of Days
City of Albuquerque, NM	12.025	Yes	150
City of Broomfield, CO ¹¹	10	Yes	10
City of Colorado Springs ¹²	14	Yes	132
City of Farmington, NM	12	No	--
City of Flagstaff, AZ	12	Yes	16.25
City of Rio Rancho, NM	12	Yes	Unlimited
City of Santa Fe ¹³	20	Yes	Unlimited
Colorado Springs Utilities	12	Yes	120
County of Bernalillo, NM	1 hour for every 20 hours	Yes	Unlimited
County of Santa Fe, NM	10	Yes	Unlimited
<i>Count of Yes</i>	--	9	--
Los Alamos County, NM	12 days	Yes	Unlimited

¹¹ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

¹² City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

¹³ City of Santa Fe: Sick leave accrual rate for FLSA exempt employees.

Survey Question: Can employees cash-out unused sick leave days? If "Yes," enter the maximum number of days an employee can cash out at the events listed below. If there is no limit, please write "unlimited."

TABLE 50
SICK LEAVE CASH-OUT

Peer Employers	Cash-Out Offered? (Yes/No)	Maximum Number of Days			Cash-Out Rate
		At Year End	At Termination	At Retirement	
City of Albuquerque, NM	Yes	87.5	87.5	Unlimited	33%-50%
City of Broomfield, CO ¹⁴	No	--	--	--	--
City of Colorado Springs ¹⁵	No	--	--	--	--
City of Farmington, NM	Yes	--	--	Unlimited	33%
City of Flagstaff, AZ	Yes	--	--	--	50%
City of Rio Rancho, NM	Yes, to vacation bank only	--	--	125	100%
City of Santa Fe	NR	NR	NR	NR	NR
Colorado Springs Utilities	Yes	--	--	Unlimited (above 60 day threshold)	50%
County of Bernalillo, NM	Yes	--	--	156	--
County of Santa Fe, NM	Yes	--	--	Unlimited (above 30 day threshold)	50%
<i>Count of Yes</i>	6	--	--	--	--
Los Alamos County, NM	No	--	--	--	--

¹⁴ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

¹⁵ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

TABLE 51
ADDITIONAL SICK LEAVE INFORMATION

Peer Employers	Additional Sick Leave Information
City of Albuquerque, NM	Employees who use 0% of sick leave accruals from January through June and July through December receive 1 additional day of sick leave as an incentive.
City of Broomfield, CO	--
City of Colorado Springs	--
City of Farmington, NM	Cannot cash out sick leave, but convert upon termination or retirement – anything over 520 hours is converted at a rate of 3 sick days to 1 vacation day.
City of Flagstaff, AZ	--
City of Rio Rancho, NM	An employee with 10 or more years of service who has accumulated sick leave at the time of his/her retirement is eligible to convert those hours to vacation to allow the employee to retire at an earlier date. The first 250 hours may be converted at a ratio of 4:1. The second 250 hours may be converted at a ratio of 2:1. An additional 500 hours may be converted at a ratio of 1:1 for a total of 1,000 hours converted.
City of Santa Fe	--
Colorado Springs Utilities	--
County of Bernalillo, NM	Eligible to convert up to a max of 1250 hours of accrued sick leave at the rate of 1 hour of sick leave for 1 hour of annual leave. May convert remaining accrued exceeding 1250 hours at the rate of 3 sick hours for 2 hours of annual leave
County of Santa Fe, NM	--
Los Alamos County, NM	Cannot cash out sick leave. Employees who retire under PERA with a minimum of 5 years of creditable service may use their unused sick leave balance to extend service time. Time may be extended on an hour-for-hour basis, up to 520 hours for general county employees and up to 728 hours for firefighters.

Other Paid Leave

Survey Question: How many fixed paid holidays, personal days (or floating holidays), paid bereavement leave days, and paid days for jury duty do employees receive each year?

TABLE 52
OTHER PAID LEAVE DAYS PER YEAR

Peer Employers	Fixed Paid Holidays	Personal Days /Floating Holidays	Bereavement Leave	Jury Duty
City of Albuquerque, NM	10	1	0	Total time serves on duty
City of Broomfield, CO ¹⁶	11	0	NR	NR
City of Colorado Springs ¹⁷	11	1	NR	NR
City of Farmington, NM	10	0	3 (after 2 years of service)	--
City of Flagstaff, AZ	11	0	5 per event	Varies
City of Rio Rancho, NM	11	0	Varies	Total time serves on duty
City of Santa Fe	11	NR	NR	NR
Colorado Springs Utilities	10	3	5	Total time serves on duty
County of Bernalillo, NM	11	3	3	Total time serves on duty
County of Santa Fe, NM	10	1	3	Total time serves on duty
<i>Peer Average</i>	11	1	3	--
Los Alamos County, NM	11	1	5	Total time serves on duty

¹⁶ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

¹⁷ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Survey Question: In addition to Vacation/PTO or Sick Leave, do you offer paid parental/family/personal leave? If "Yes" enter the maximum number of paid parental/family/personal leave days that an employee can take into the space below. If there is no limit, please write "unlimited." What events are covered by paid parental/family/personal leave (e.g. birth of a child, adoption of child, care of a sick parent, care of self)?

TABLE 53
PAID PARENTAL/FAMILY/PERSONAL LEAVE

Peer Employers	Offered? (Yes/No)	Maximum Number of Days	Covered Events
City of Albuquerque, NM	Yes	60 days	Birth of a child, adoption of a child, spouse, domestic partner, parent or self
City of Broomfield, CO	NR	NR	NR
City of Colorado Springs	NR	NR	NR
City of Farmington, NM	NR	NR	NR
City of Flagstaff, AZ	Yes	20 days, 28 days for Fire	Birth or adoption of a child, newly appointed legal guardian, cases of stillbirth or death soon after live birth, placement of a foster child once per year
City of Rio Rancho, NM	No	--	--
City of Santa Fe	NR	--	--
Colorado Springs Utilities	No	--	--
County of Bernalillo, NM	No	--	--
County of Santa Fe, NM	No	--	--
Los Alamos County, NM	No	--	--

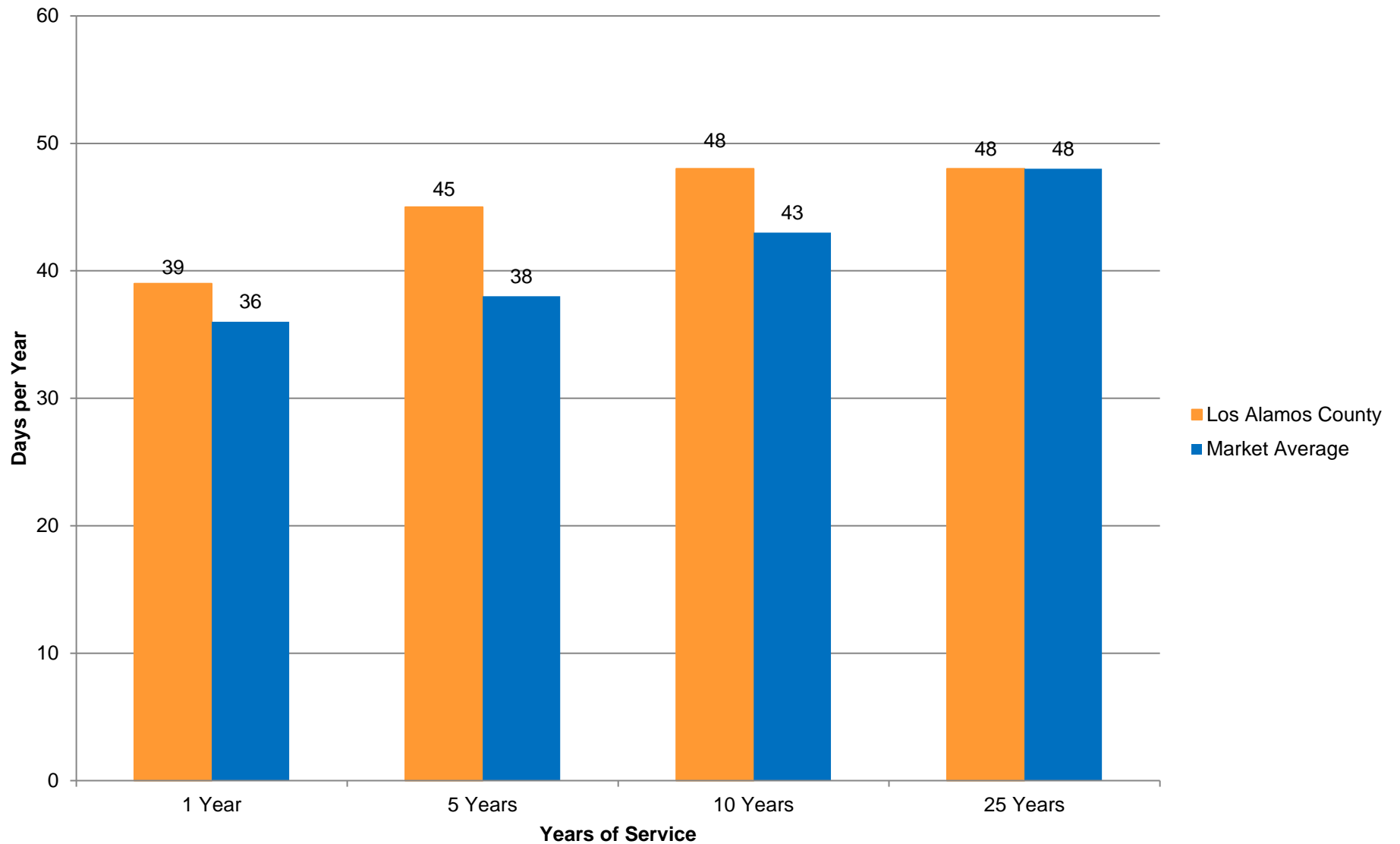
Total Paid Leave

The total paid leave for each peer, which includes vacation, sick leave, holidays, and personal days is shown in **Table 54**.

TABLE 54
TOTAL PAID LEAVE
GENERAL EMPLOYEES

Peer Employers	Total Paid Leave Days (Vacation, Sick, Holiday, and Personal) per Year, by Completed Years of Service																										Total
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	25 +	
City of Albuquerque, NM	36	36	36	36	38	38	38	38	38	41	41	41	41	41	43	43	43	43	43	43	43	43	43	43	43	43	1,054
City of Broomfield, CO	35	35	36	36	37	37	38	38	39	39	40	40	41	41	42	42	43	43	44	45	45	45	45	45	46	46	1,063
City of Colorado Springs	37	37	37	37	37	38	39	40	41	42	43	44	45	46	47	47	47	47	47	47	47	47	47	47	47	47	1,127
City of Farmington, NM	32	32	32	32	32	37	37	37	37	37	37	37	37	37	42	42	42	42	42	43	43	43	43	43	43	43	1,004
City of Flagstaff, AZ	39	40	41	42	45	46	47	48	49	53	54	55	56	57	60	61	62	63	64	68	69	70	71	72	75	76	1,483
City of Rio Rancho, NM	26	26	26	26	28	28	28	28	28	28	28	28	28	28	29	29	29	29	29	29	29	29	29	29	29	29	732
City of Santa Fe	51	53	53	53	53	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	56	1,441
Colorado Springs Utilities	38	38	38	38	38	40	41	42	43	44	45	46	47	48	49	49	49	49	49	49	49	49	49	49	49	49	1,174
County of Bernalillo, NM	40	40	40	40	40	44	44	44	44	44	47	47	47	47	47	49	49	49	49	49	53	53	53	53	53	56	1,219
County of Santa Fe, NM	31	36	36	36	36	41	41	41	41	41	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	42	1,052
<i>Market Average</i>	<i>36</i>	<i>37</i>	<i>37</i>	<i>38</i>	<i>38</i>	<i>41</i>	<i>41</i>	<i>41</i>	<i>42</i>	<i>43</i>	<i>43</i>	<i>44</i>	<i>44</i>	<i>44</i>	<i>46</i>	<i>46</i>	<i>46</i>	<i>46</i>	<i>47</i>	<i>47</i>	<i>48</i>	<i>48</i>	<i>48</i>	<i>48</i>	<i>48</i>	<i>49</i>	<i>1135</i>
Los Alamos County, NM	39	39	39	39	45	45	45	45	45	48	48	48	48	48	48	48	48	48	48	48	48	48	48	48	48	48	1197
<i>Difference between Los Alamos County and the Market Average</i>	<i>3</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>1</i>	<i>5</i>	<i>5</i>	<i>4</i>	<i>4</i>	<i>3</i>	<i>5</i>	<i>5</i>	<i>4</i>	<i>4</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>-1</i>	<i>61</i>

CHART 1
TOTAL PAID LEAVE DAYS PER YEAR, BY YEARS OF SERVICE



Study Findings – Health Benefits

The survey included questions related to health benefits, including:

- Medical (PPO, HMO, and HDHP)
- Prescription Drug Plan
- Dental
- Vision
- Total Health Cost
- Life Insurance
- Short-Term Disability
- Long-Term Disability

Details about each peer employer’s health benefits are shown in **Tables 55** through **71**. NR indicates “Not Reported”, meaning that a peer did not give a response in regards to a particular policy. Dashes (--) indicated that the County or the peer employer does not offer the compensation policy, or that the question does not apply.

TABLE 55
TYPE OF HEALTH PLANS OFFERED

Peer Employers	Offer PPO?	Offer HMO?	Offer HDHP?
City of Albuquerque, NM	--	√	--
City of Broomfield, CO ¹⁸	--	√	--
City of Colorado Springs ¹⁹	√	--	--
City of Farmington, NM	√	--	--
City of Flagstaff, AZ	√	--	√
City of Rio Rancho, NM	√	√	√
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	√	--	√
County of Bernalillo, NM	--	--	--
County of Santa Fe, NM	√	√	--
Los Alamos County, NM	√	--	--

¹⁸ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

¹⁹ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Medical

TABLE 56
PREFERRED PROVIDER ORGANIZATION (PPO) PLAN
MONTHLY HEALTH COST

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM ²⁰ (HMO)	\$367.70	\$748.12	\$1,079.70	\$91.92	\$187.04	\$269.92
City of Broomfield, CO	NR	NR	NR	NR	NR	NR
City of Colorado Springs ²¹	\$408.00	\$724.00	\$1,058.00	\$131.00	\$347.00	\$464.00
City of Farmington, NM	\$443.24	\$908.66	\$1,329.70	\$123.78	\$253.71	\$377.30
City of Flagstaff, AZ	\$569.88	\$968.44	\$968.44	\$63.90	\$604.34	\$604.34
City of Rio Rancho, NM	\$386.15	\$733.63	\$1,119.83	\$96.52	\$183.40	\$279.94
City of Santa Fe ²²	\$566.60	\$1,177.06	\$1,354.22	\$174.06	\$361.58	\$416.02
Colorado Springs Utilities	\$577.56	\$1,063.30	\$1,501.62	\$30.28	\$182.12	\$231.36
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ²³	\$375.67	\$845.29	\$1,108.28	\$202.29	\$455.15	\$596.76
Market Average	\$461.85	\$896.06	\$1,189.97	\$114.22	\$321.79	\$404.96
Los Alamos County, NM	\$507.68	\$964.56	\$1,472.22	\$124.48	\$236.50	\$360.98

²⁰ City of Albuquerque, NM: Data is for their HMO plan, not a PPO.

²¹ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

²² City of Santa Fe: Information based on the City's Union / Non-Union / Police Medical Plans – Premium Plan.

²³ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over.

TABLE 57
PREFERRED PROVIDER ORGANIZATION (PPO) PLAN
MONTHLY HEALTH COST-SHARING

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM ²⁴	80%	80%	80%	20%	20%	20%
City of Broomfield, CO	NR	NR	NR	NR	NR	NR
City of Colorado Springs ²⁵	76%	68%	70%	24%	32%	30%
City of Farmington, NM	78%	78%	78%	22%	22%	22%
City of Flagstaff, AZ	90%	--	62%	10%	--	38%
City of Rio Rancho, NM	80%	80%	80%	20%	20%	20%
City of Santa Fe ²⁶	76%	77%	76%	24%	23%	24%
Colorado Springs Utilities	95%	85%	87%	5%	15%	13%
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ²⁷	65%	65%	65%	35%	35%	35%
Market Average	80%	76%	75%	20%	24%	25%
Los Alamos County, NM	80%	80%	80%	20%	20%	20%

²⁴ City of Albuquerque, NM: Data is for their HMO plan, not a PPO.

²⁵ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

²⁶ City of Santa Fe: Information based on the City's Union / Non-Union / Police Medical Plans – Premium Plan.

²⁷ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 58
HEALTH MAINTENANCE ORGANIZATION (HMO) PLAN
MONTHLY HEALTH COST

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	\$367.70	\$748.12	\$1,079.70	\$91.92	\$187.04	\$269.92
City of Broomfield, CO	NR	NR	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR	NR	NR
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	--	--	--	--	--	--
City of Rio Rancho, NM	\$395.53	\$751.48	\$1,147.06	\$98.88	\$187.86	\$143.38
City of Santa Fe	--	--	--	--	--	--
Colorado Springs Utilities	--	--	--	--	--	--
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ²⁸	\$323.01	\$726.79	\$952.91	\$173.93	\$391.35	\$513.11
Los Alamos County, NM	--	--	--	--	--	--

²⁸ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 59
HEALTH MAINTENANCE ORGANIZATION (HMO) PLAN
MONTHLY HEALTH COST-SHARING

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	80%	80%	80%	20%	20%	20%
City of Broomfield, CO	--	--	--	--	--	--
City of Colorado Springs	--	--	--	--	--	--
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	--	--	--	--	--	--
City of Rio Rancho, NM	80%	80%	89%	20%	20%	11%
City of Santa Fe	--	--	--	--	--	--
Colorado Springs Utilities	--	--	--	--	--	--
County of Bernalillo, NM	--	--	--	--	--	--
County of Santa Fe, NM ²⁹	65%	35%	65%	35%	65%	35%
Los Alamos County, NM	--	--	--	--	--	--

²⁹ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 60
HIGH DEDUCTIBLE HEALTH PLAN (HDHP)
MONTHLY HEALTH COST

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	--	--	--	--	--	--
City of Broomfield, CO	--	--	--	--	--	--
City of Colorado Springs	--	--	--	--	--	--
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	\$562.42	--	\$960.98	\$0.00	--	\$460.76
City of Rio Rancho, NM	\$380.67	\$723.20	\$1,103.91	\$20.02	\$38.06	\$58.10
City of Santa Fe ³⁰	\$515.52	\$1,070.00	\$1,232.06	\$158.34	\$328.68	\$378.50
Colorado Springs Utilities	\$577.56	\$1063.30	\$1,501.62	\$17.02	\$148.48	\$183.82
County of Bernalillo, NM	--	--	--	--	--	--
County of Santa Fe, NM	--	--	--	--	--	--
Los Alamos County, NM	--	--	--	--	--	--

³⁰ City of Santa Fe: Information based on the City's Union / Non-Union / Police Medical Plans – Value HRA Plan.

TABLE 61
HIGH DEDUCTIBLE HEALTH PLAN (HDHP)
MONTHLY HEALTH COST-SHARING

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	--	--	--	--	--	--
City of Broomfield, CO	--	--	--	--	--	--
City of Colorado Springs	--	--	--	--	--	--
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	100%	--	68%	0%	--	32%
City of Rio Rancho, NM	95%	95%	95%	5%	5%	5%
City of Santa Fe ³¹	77%	77%	76%	23%	23%	24%
Colorado Springs Utilities	97%	88%	89%	3%	12%	11%
County of Bernalillo, NM	--	--	--	--	--	--
County of Santa Fe, NM	--	--	--	--	--	--
Los Alamos County, NM	--	--	--	--	--	--

³¹ City of Santa Fe: Information based on the City's Union / Non-Union / Police Medical Plans – Value HRA Plan.

Survey Question: Do you have different medical plan cost sharing for employees who participate in a wellness program?

Peer Employers	Cost Sharing if Wellness Program?
City of Albuquerque, NM	No
City of Broomfield, CO	NR
City of Colorado Springs	NR
City of Farmington, NM	Yes
City of Flagstaff, AZ	Yes
City of Rio Rancho, NM	No
City of Santa Fe	NR
Colorado Springs Utilities	Yes
County of Bernalillo, NM	NR
County of Santa Fe, NM	No
Los Alamos County, NM	No

Prescription Drug Plan

Survey Question: Do the medical plans above include prescription drug coverage?

Peer Employers	Prescription Drug Coverage Included?
City of Albuquerque, NM	Yes
City of Broomfield, CO ³²	Yes
City of Colorado Springs ³³	Yes
City of Farmington, NM	Yes
City of Flagstaff, AZ	Yes
City of Rio Rancho, NM	Yes
City of Santa Fe	NR
Colorado Springs Utilities	Yes
County of Bernalillo, NM	NR
County of Santa Fe, NM	Yes
Los Alamos County, NM	Yes

³² City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

³³ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Dental

TABLE 62
DENTAL
MONTHLY HEALTH COST

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	\$25.31	\$51.18	\$76.13	\$6.33	\$12.80	\$19.09
City of Broomfield, CO ³⁴	\$34.90	\$33.11	\$63.83	\$3.88	\$24.50	\$45.90
City of Colorado Springs ³⁵	\$30.00	\$35.00	\$35.00	\$12.00	\$60.00	\$83.00
City of Farmington, NM	NR	NR	NR	NR	NR	NR
City of Flagstaff, AZ	\$34.28	\$34.28	--	\$0.00	\$57.68	--
City of Rio Rancho, NM	\$31.61	\$57.67	\$90.37	\$7.90	\$14.42	\$22.60
City of Santa Fe	\$24.18	\$45.76	\$61.52	\$13.00	\$24.64	\$33.12
Colorado Springs Utilities	\$39.14	\$39.14	\$39.14	\$2.44	\$49.50	\$87.78
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ³⁶	\$20.01	\$39.99	\$60.01	\$10.77	\$21.53	\$32.31
Market Average	\$29.93	\$42.02	\$60.86	\$7.04	\$33.13	\$46.26
Los Alamos County, NM	\$27.34	\$65.34	\$82.70	\$6.84	\$16.34	\$20.68

³⁴ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

³⁵ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

³⁶ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 63
DENTAL
MONTHLY HEALTH COST-SHARING

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	80%	80%	80%	20%	20%	20%
City of Broomfield, CO ³⁷	90%	57%	58%	10%	43%	42%
City of Colorado Springs ³⁸	71%	37%	30%	29%	63%	70%
City of Farmington, NM	NR	NR	NR	NR	NR	NR
City of Flagstaff, AZ	100%	63%	--	0%	37%	--
City of Rio Rancho, NM	80%	80%	80%	20%	20%	20%
City of Santa Fe	65%	65%	65%	35%	35%	35%
Colorado Springs Utilities	94%	44%	31%	6%	56%	69%
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ³⁹	65%	65%	65%	35%	35%	35%
<i>Market Average</i>	81%	61%	58%	19%	39%	42%
Los Alamos County, NM	80%	80%	80%	20%	20%	20%

³⁷ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

³⁸ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

³⁹ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

Vision

TABLE 64
VISION
MONTHLY HEALTH COST

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	\$3.78	\$7.57	\$13.17	\$0.94	\$1.89	\$3.29
City of Broomfield, CO ⁴⁰	\$0.00	\$0.00	\$0.00	\$11.91	\$17.26	\$30.96
City of Colorado Springs ⁴¹	\$0.00	\$0.00	\$0.00	\$7.58	\$15.15	\$25.93
City of Farmington, NM	NR	NR	NR	NR	NR	NR
City of Flagstaff, AZ	\$1.40	\$1.40	--	\$5.78	\$14.62	--
City of Rio Rancho, NM	\$0.00	\$0.00	\$0.00	\$6.22	\$11.22	\$17.44
City of Santa Fe	\$0.00	\$0.00	\$0.00	\$7.18	\$14.34	\$23.12
Colorado Springs Utilities	\$0.00	\$0.00	\$0.00	\$7.34	\$16.56	\$23.90
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ⁴²	\$1.74	\$3.50	\$5.98	\$0.94	\$1.88	\$3.22
Market Average	\$0.87	\$1.56	\$2.74	\$5.99	\$11.62	\$18.27
Los Alamos County, NM	\$5.66	\$8.24	\$14.76	\$1.42	\$2.06	\$3.70

⁴⁰ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁴¹ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

⁴² County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 65
VISION
MONTHLY HEALTH COST-SHARING

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	80%	80%	80%	20%	20%	20%
City of Broomfield, CO	0%	0%	0%	100%	100%	100%
City of Colorado Springs	0%	0%	0%	100%	100%	100%
City of Farmington, NM	NR	NR	NR	NR	NR	NR
City of Flagstaff, AZ	19%	9%	--	81%	91%	--
City of Rio Rancho, NM	0%	0%	0%	100%	100%	100%
City of Santa Fe	0%	0%	0%	100%	100%	100%
Colorado Springs Utilities	0%	0%	0%	100%	100%	100%
County of Bernalillo, NM	NR	NR	NR	NR	NR	NR
County of Santa Fe, NM ⁴³	65%	65%	65%	35%	35%	35%
Market Average	21%	19%	21%	80%	81%	79%
Los Alamos County, NM	80%	80%	80%	20%	20%	20%

⁴³ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

Total Health Cost

TABLE 66
TOTAL MONTHLY HEALTH COST
(PPO MEDICAL & RX, DENTAL, AND VISION PLANS)

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	\$396.79	\$806.87	\$1,169.00	\$99.19	\$201.73	\$292.30
City of Broomfield, CO	--	--	--	--	--	--
City of Colorado Springs	\$438.00	\$759.00	\$1,093.00	\$150.58	\$422.15	\$572.93
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	\$605.56	\$1,004.12	--	\$69.68	\$676.64	--
City of Rio Rancho, NM	\$417.76	\$791.30	\$1,210.20	\$110.64	\$209.04	\$319.98
City of Santa Fe	\$590.78	\$1,222.82	\$1,415.74	\$194.24	\$400.56	\$472.26
Colorado Springs Utilities	\$616.70	\$1,102.44	\$1,540.76	\$40.06	\$248.18	\$343.04
County of Bernalillo, NM	--	--	--	--	--	--
County of Santa Fe, NM ⁴⁴	\$397.42	\$888.78	\$1,174.27	\$214.00	\$478.56	\$632.29
Market Average	\$492.64	\$939.64	\$1,253.57	\$127.25	\$366.54	\$469.48
Los Alamos County, NM	\$540.68	\$1,038.14	\$1,569.68	\$132.74	\$254.9	\$385.36

⁴⁴ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

TABLE 67
TOTAL MONTHLY HEALTH COST-SHARING
(PPO MEDICAL & RX, DENTAL, AND VISION PLANS)

Peer Employers	Employer Monthly Contribution			Employee Monthly Contribution		
	Employee Only	Employee + 1	Employee + 2 or More	Employee Only	Employee + 1	Employee + 2 or More
City of Albuquerque, NM	80%	80%	80%	20%	20%	20%
City of Broomfield, CO	--	--	--	--	--	--
City of Colorado Springs	74%	64%	66%	26%	36%	34%
City of Farmington, NM	--	--	--	--	--	--
City of Flagstaff, AZ	90%	60%	--	10%	40%	--
City of Rio Rancho, NM	79%	79%	79%	21%	21%	21%
City of Santa Fe	75%	75%	75%	25%	25%	25%
Colorado Springs Utilities	94%	82%	82%	6%	18%	18%
County of Bernalillo, NM	--	--	--	--	--	--
County of Santa Fe, NM ⁴⁵	65%	65%	65%	35%	35%	35%
Market Average	79%	72%	73%	21%	28%	27%
Los Alamos County, NM	80%	80%	80%	20%	20%	20%

⁴⁵ County of Santa Fe, NM: Information is based on the tier with the highest employee-paid portion, for incomes \$70,001 and over

Life Insurance

TABLE 68
BASIC LIFE INSURANCE

Peer Employers	Employer Cost	Employee Cost	Maximum Benefit (Multiple of pay)
City of Albuquerque, NM	\$0.205 per \$1,000	\$0.00	\$1.4 X Salary up to \$50,000
City of Broomfield, CO ⁴⁶	100%	0%	\$200,000
City of Colorado Springs ⁴⁷	NR	NR	\$500,000
City of Farmington, NM	NR	NR	1.5 x salary up to 200K
City of Flagstaff, AZ	\$0.17 per \$1,000.00	\$0.00	NR
City of Rio Rancho, NM	80%	20%	1 x annual salary
City of Santa Fe	100%	0%	\$10,000
Colorado Springs Utilities	1.5 x Salary	\$0.00	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	NR	\$0.00	\$50,000
Los Alamos County, NM	80%	20%	1.0x base salary

⁴⁶ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁴⁷ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

TABLE 69
SUPPLEMENTAL LIFE INSURANCE

Peer Employers	Employer Cost	Employee Cost	Maximum Benefit (Multiple of pay)	Maximum Benefit (At what rate per \$1,000 coverage)
City of Albuquerque, NM	\$0.00	Varies based on age and smoker status	NR	Varies based on age and smoker status
City of Broomfield, CO ⁴⁸	\$4,660	NR	NR	NR
City of Colorado Springs ⁴⁹	NR	NR	NR	NR
City of Farmington, NM	NR	NR	Allows 2 x annual salary	NR
City of Flagstaff, AZ	Varies by age and income	\$0.00	NR	NR
City of Rio Rancho, NM	Available at an additional, unspecified cost			
City of Santa Fe	60%	40%	\$500,000	NR
Colorado Springs Utilities	\$0.00	Varies	\$500,000	25,000 increments
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	\$0.00	NR	\$500,000	Varies by age
Los Alamos County, NM	0%	100%	Maximum benefit: \$300,000	

⁴⁸ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁴⁹ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

Short-Term Disability

TABLE 70
SHORT-TERM DISABILITY INSURANCE

Peer Employers	Employer Cost	Employee Cost	Maximum Benefit	Elimination Period
City of Albuquerque, NM	\$0.00	\$0.321 per \$10	60% base salary	30 days
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	Supplemental offered through Aflac			
City of Flagstaff, AZ	Varies by age and income	\$0.00	NR	NR
City of Rio Rancho, NM	\$0.00	0.0108% of weekly salary	60% of basic income to a weekly maximum of \$1,000	30 day waiting period
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	\$0.00	Varies	\$1,500 weekly	8th day eligible or after sick leave is exhausted
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	\$0.00	NR	1 x pay	28 days
Los Alamos County, NM	--			

Long-Term Disability

TABLE 71
LONG-TERM DISABILITY INSURANCE

Peer Employers	Employer Cost	Employee Cost	Maximum Benefit (Multiple of pay)	Maximum Benefit (At what rate per \$1,000 coverage)	Elimination Period
City of Albuquerque, NM	\$0.00	Varies by age	60% base salary	Varies by age	180 days
City of Broomfield, CO	NR	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR	NR
City of Farmington, NM	Supplemental offered through Aflac				
City of Flagstaff, AZ	Varies by age and income	\$0.00	NR	NR	NR
City of Rio Rancho, NM	\$0.00	0.00385% of monthly salary	60% basic income to a monthly maximum of \$3,500		90 days
City of Santa Fe	NR	NR	NR		NR
Colorado Springs Utilities	\$0.00	Varies	NR	10,000 monthly	180 days
County of Bernalillo, NM	NR	NR	NR	NR	NR
County of Santa Fe, NM	\$0.00	NR	1 x pay	--	180 days
Los Alamos County, NM	50%	50%	60% of base salary	0.25%	90 days

Study Findings – Retirement Benefits

The survey included questions related to retirement benefits, including:

- Social Security Contribution Information
- Defined Benefit Plan
- Defined Contribution Information
- Total Retirement Benefits

Details about each peer employer's retirement benefits are shown in **Tables 72** through **77**. NR indicates "Not Reported", meaning that a peer did not give a response in regards to a particular policy. Dashes (--) indicated that the County or the peer employer does not offer the compensation policy, or that the question does not apply.

Social Security Contribution Information

Survey Question: Does your organization contribute to Social Security?

TABLE 72
SOCIAL SECURITY CONTRIBUTION

Peer Employers	Contribute to Social Security?
City of Albuquerque, NM	Yes
City of Broomfield, CO ⁵⁰	Yes
City of Colorado Springs ⁵¹	No
City of Farmington, NM	Yes
City of Flagstaff, AZ ⁵²	Yes
City of Rio Rancho, NM	No
City of Santa Fe	NR
Colorado Springs Utilities ⁵³	No
County of Bernalillo, NM	NR
County of Santa Fe, NM	Yes
Los Alamos County, NM	No

⁵⁰ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁵¹ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

⁵² City of Flagstaff, AZ: Information based on 2015 report, 2019 data not supplied.

⁵³ Colorado Springs Utilities: Information based on 2015 report, 2019 data not supplied.

Defined Benefit Plan

Survey Question: Please answer the following questions regarding your defined benefit (pension) retirement plan, including the contribution rates for both employer and employee (e.g. PERA).

TABLE 73
DEFINED BENEFIT PLAN CONTRIBUTIONS

Peer Employers	Plan Name	Employer Normal Cost (% of pay)	Required Employee Contributions (% of pay)	Are employee contributions picked up by the employer?
City of Albuquerque, NM	PERA Municipal Plan 3	9.80%	14.65%	Yes
City of Broomfield, CO ⁵⁴	Not Offered	--	--	--
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	PERA Municipal Plan 2	9.80%	10.65%	No
City of Flagstaff, AZ	ASRS, PSPRS	ASRS: 12.04%, PSPRS: varies	ASRS: 12.04%, PSPRS: varies	No
City of Rio Rancho, NM	PERA Municipal Plan 2	9.80%	10.65%	City pays 75% of required employee contributions
City of Santa Fe ⁵⁵	PERA	NR	NR	NR
Colorado Springs Utilities	PERA - Public Employers Retirement Association	14.00%	8.00%	No
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	PERA Municipal Plan 3	9.80%	14.65%	Yes
Los Alamos County, NM	PERA Municipal Plan 3	9.80%	14.65%	No

⁵⁴ City of Broomfield, CO: The defined benefit plan for general employees is closed and only pertains to employees hired on or before May 30, 2000.

⁵⁵ City of Santa Fe: City uses a PERA plan, but gave no further information on which plan is used.

Survey Question: Please answer the following questions regarding your defined contribution retirement plans, including the contribution rate for both employer and employee. If the contribution amount is voluntary (not required), enter the maximum rate that may be contributed. If the employer contribution is a “match,” indicate the maximum or limit on the match.

Defined Contribution Information

TABLE 74
DEFINED CONTRIBUTION 401(A) INFORMATION

Peer Employers	Plan Name	Employer Contribution - Percent of base salary or flat \$ amount	Maximum match of employee contributions (% of pay or \$)
City of Albuquerque, NM	NR	NR	NR
City of Broomfield, CO ⁵⁶	Money Purchase Plan for General Employees	6.00%	6.00%
City of Colorado Springs ⁵⁷	401(k) PERA	0.00%	NR
City of Farmington, NM	NR	NR	NR
City of Flagstaff, AZ	NR	NR	NR
City of Rio Rancho, NM	NR	NR	NR
City of Santa Fe	NR	NR	NR
Colorado Springs Utilities	401(k) PERA	--	--
County of Bernalillo, NM	NR	NR	NR
County of Santa Fe, NM	--	--	--
Los Alamos County, NM	Los Alamos County Employee Pension Plan and Trust	9.00%	1.00%

⁵⁶ City of Broomfield, CO: Information based on 2015 report, 2019 data not supplied.

⁵⁷ City of Colorado Springs: Information based on 2015 report, 2019 data not supplied.

TABLE 75
DEFERRED COMPENSATION/457(B) RETIREMENT PLAN

Peer Employers	Plan Name	Employer Contribution - Percent of base salary or flat \$ amount	Maximum match of employee contributions (% of pay or \$)	Required Employee Contributions (Indicate % or \$ or Up to IRS Max)
City of Albuquerque, NM	ICMA, Voya, Valic	0	0	--
City of Broomfield, CO	NR	NR	NR	NR
City of Colorado Springs	NR	NR	NR	NR
City of Farmington, NM	PERA SmartSave VOYA	0	0	0
City of Flagstaff, AZ	VOYA or ICMA	0	0	0
City of Rio Rancho, NM	ICMA	NR	NR	NR
City of Santa Fe	NR	NR	NR	NR
Colorado Springs Utilities	457 ICMA	0	0	Up to IRS Max
County of Bernalillo, NM	NR	NR	NR	NR
County of Santa Fe, NM	457(b) Plan	0	0	0
Los Alamos County, NM	ICMA 457	--	--	Up to IRS Max

Survey Question: Provide any additional information regarding retirement benefits (for example - differences in contributions among job titles).

TABLE 76
ADDITIONAL RETIREMENT INFORMATION

Peer Employers	Additional Retirement Information
City of Albuquerque, NM	--
City of Broomfield, CO	--
City of Colorado Springs	--
City of Farmington, NM	--
City of Flagstaff, AZ	--
City of Rio Rancho, NM	<p>There are additional plans for police and fire employees:</p> <p>Police Plan 5 (Tier 1 & Tier 2) Employer Normal Cost: 17.80% Required Employee Contribution: 18.90% City pays 75% of employee contribution</p> <p>Fire Plan 5 (Tier 1 & Tier 2) Employer Normal Cost: 21.65% Required Employee Contribution: 17.70% City pays 75% of employee contribution</p>
City of Santa Fe	--
Colorado Springs Utilities	--
County of Bernalillo, NM	--
County of Santa Fe, NM	<p>Some Fire Department positions pay into enhanced PERA Plans: MFR5 - Employee 4.43%, County picks up 13.27%, County 21.90%.</p> <p>Some Sheriff's Office positions pay into enhanced PERA Plans: MPO5 - Employee 4.45%, County picks up 13.35%, County 19.15%.</p>
Los Alamos County, NM	--

Total Retirement Benefits

The total employer contribution for each peer, which includes defined benefit employer contribution and pick-up, defined contribution automatic employer contribution and employer match, deferred compensation automatic employer contributions and employer match and social security contributions, is shown below in **Table 77**.

TABLE 77
TOTAL EMPLOYER RETIREMENT PLAN CONTRIBUTIONS

Peer Employers	Defined Benefit		Defined Contribution 401(a)		Deferred Compensation 457(b)		Social Security		Total Employer Contribution
	Employer Contribution (Normal Cost)	Employer Pick-up	Employer Contribution (Normal Cost)	Employer Match	Employer Contribution (Normal Cost)	Employer Match	OASDI Contribution	Medicare Contribution	
City of Albuquerque, NM	9.80%	14.65%	NR	NR	0	0	6.2%	1.45%	32.1%
City of Broomfield, CO	--	--	6.00%	6.00%	NR	NR	6.2%	1.45%	19.65%
City of Colorado Springs	NR	--	0.00%	NR	NR	NR	--	1.45%	1.45% ⁵⁸
City of Farmington, NM	9.80%	--	NR	NR	0	0	6.2%	1.45%	17.45%
City of Flagstaff, AZ	ASRS: 12.04%, PSPRS: varies	--	NR	NR	0	0	6.2%	1.45%	19.69%
City of Rio Rancho, NM	9.80%	7.99%	NR	NR	NR	NR	--	1.45%	19.24%
City of Santa Fe	NR	NR	NR	NR	NR	NR	NR	NR	--
Colorado Springs Utilities	14.00%	--	--	--	0	0	--	1.45%	15.45%
County of Bernalillo, NM	NR	--	NR	NR	NR	NR	--	1.45%	1.45% ⁵⁹
County of Santa Fe, NM	9.80%	14.65%	--	--	0	0	6.2%	1.45%	32.1%
Market Average									22.24%
Los Alamos County, NM	9.8%	--	9.00%	0.00%	0.00%	0.00%	--	1.45%	20.25%

⁵⁸ City of Colorado Springs: Total Employer Contribution excluded from market average due to lack of available total retirement information.

⁵⁹ County of Bernalillo, NM: Total Employer Contribution excluded from market average due to lack of available total retirement information.

Study Findings – Total Compensation

The total compensation costs for each benchmark are the sum of the following:

- The calculated midpoint of the base pay range (average of the minimum and maximum base rates)
- Total employer costs for health related benefits (medical (PPO), prescription drug, dental and vision)
- The total employer contributions for the defined benefit retirement plan, including any employer pick-up contribution
- Maximum employer contribution to both defined contribution and deferred compensation plans
- Social security contributions

On a total compensation basis, taking into consideration base pay, employer health benefit costs, and retirement plan contributions, Los Alamos County's market position is market competitive, as shown in **Table 78**.

TABLE 78
LOS ALAMOS COUNTY
MARKET POSITION ACROSS ALL BENCHMARK JOBS
TOTAL COMPENSATION

	Base Pay* (Avg. Range Midpoint)	Employer Cost of Benefits		Average Employer Total Compensation Costs (Pay and Benefits)
		Total Health Cost** (Medical (PPO), Dental, & Vision)	Avg. Total Retirement Benefit Cost (Defined Benefit, Defined Contribution & Deferred Compensation)	
Overall Market Avg. (custom & published)	\$75,392	\$10,743	\$16,767	\$102,902
Los Alamos County	\$75,692	\$12,594	\$15,328	\$103,613
Los Alamos County as % of Overall Market Average	100%	117%	91%	101%

Figures shown in **red** are below market (less than 95% of the market average)

Figures shown in **black** within the market range (95% to 105% of the market average)

Figures shown in **blue** are above market (more than 105% of the market average)

* Base pay reflects both custom peer employer as well as published data sources.

** Total Health Cost is shown as a straight average of the three tiers of coverage.

Table 79 shows all benchmark jobs and their respective total compensation market competitiveness. Benchmark positions needed three or more peer matches to be considered to have sufficient data to determine the position's total compensation market competitiveness.⁶⁰

TABLE 79
LOS ALAMOS COUNTY
MARKET POSITION ACROSS ALL BENCHMARK JOBS
TOTAL COMPENSATION

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
1	Accountant				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	\$59,413	\$10,743	\$13,213	\$83,370
	Los Alamos as % of Market Average	115%	117%	104%	113%
2	Accounting Operations Manager				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$103,281	\$10,743	\$22,970	\$136,994
	Los Alamos as % of Market Average	97%	117%	89%	97%
3	Accounts Payable & Purchasing Card Administrator				
	Los Alamos County	\$63,257	\$12,594	\$12,810	\$88,661
	Market Average	\$53,977	\$10,743	\$12,004	\$76,724
	Los Alamos as % of Market Average	117%	117%	107%	116%
4	Animal Shelter Manager				
	Los Alamos County	\$54,644	\$12,594	\$11,065	\$78,303
	Market Average	\$53,136	\$10,743	\$11,817	\$75,696
	Los Alamos as % of Market Average	103%	117%	94%	103%
5	Application Analyst/Developer				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$81,394	\$10,743	\$18,102	\$110,240
	Los Alamos as % of Market Average	97%	117%	88%	97%

⁶⁰ Segal typically finds that market findings need at least five matches to provide a reliable indication of an organization's market position amongst its peer employers. However, at Los Alamos County's request, the County's minimum of three or more matches to determine a market comparable position is used.

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
6	Appraiser				
	Los Alamos County	\$54,644	\$12,594	\$11,065	\$78,303
	Market Average	\$53,345	\$10,743	\$11,864	\$75,953
	Los Alamos as % of Market Average	102%	117%	93%	103%
7	Assessment Specialist				
	Los Alamos County	\$47,204	\$12,594	\$9,559	\$69,356
	Market Average	\$35,247	\$10,743	\$7,839	\$53,829
	Los Alamos as % of Market Average	134%	117%	122%	129%
8	Assistant County Attorney				
	Los Alamos County	\$116,442	\$12,594	\$23,580	\$152,616
	Market Average	\$126,784	\$10,743	\$28,197	\$165,724
	Los Alamos as % of Market Average	92%	117%	84%	92%
9	Associate Planner				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	\$58,304	\$10,743	\$12,967	\$82,014
	Los Alamos as % of Market Average	117%	117%	106%	115%
10	Benefits & Pension Manager				
	Los Alamos County	\$91,235	\$12,594	\$18,475	\$122,303
	Market Average	\$91,640	\$10,743	\$20,381	\$122,764
	Los Alamos as % of Market Average	100%	117%	91%	100%
11	Billing & Service Specialist				
	Los Alamos County	\$44,956	\$12,594	\$9,103	\$66,653
	Market Average	\$42,293	\$10,743	\$9,406	\$62,443
	Los Alamos as % of Market Average	106%	117%	97%	107%
12	Budget & Performance Manager				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$105,774	\$10,743	\$23,524	\$140,041
	Los Alamos as % of Market Average	95%	117%	87%	95%
13	Building Inspector				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	\$56,169	\$10,743	\$12,492	\$79,404
	Los Alamos as % of Market Average	102%	117%	93%	103%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
14	Business & ERP Manager				
	Los Alamos County	\$105,617	\$12,594	\$21,387	\$139,598
	Market Average	\$111,540	\$10,743	\$24,806	\$147,090
	Los Alamos as % of Market Average	95%	117%	86%	95%
15	Buyer				
	Los Alamos County	\$60,245	\$12,594	\$12,200	\$85,039
	Market Average	\$56,723	\$10,743	\$12,615	\$80,082
	Los Alamos as % of Market Average	106%	117%	97%	106%
16	Case Coordination Specialist				
	Los Alamos County	\$64,838	\$12,594	\$13,130	\$90,562
	Market Average	\$51,305	\$10,743	\$11,410	\$73,459
	Los Alamos as % of Market Average	126%	117%	115%	123%
17	Chief Building Official				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$89,431	\$10,743	\$19,890	\$120,064
	Los Alamos as % of Market Average	112%	117%	102%	111%
18	Chief Deputy Assessor				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$98,011	\$10,743	\$21,798	\$130,552
	Los Alamos as % of Market Average	80%	117%	73%	82%
19	Chief Deputy Clerk				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
20	Chief Information Officer				
	Los Alamos County	\$128,378	\$12,594	\$25,996	\$166,968
	Market Average	\$159,307	\$10,743	\$35,430	\$205,480
	Los Alamos as % of Market Average	81%	117%	73%	81%
21	Chief Purchasing Officer				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	\$104,338	\$10,743	\$23,205	\$138,286
	Los Alamos as % of Market Average	92%	117%	84%	92%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
22	Communications & Public Relations Administrator				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$101,539	\$10,743	\$22,582	\$134,865
	Los Alamos as % of Market Average	99%	117%	90%	99%
23	Community Development Director				
	Los Alamos County	\$134,797	\$12,594	\$27,296	\$174,687
	Market Average	\$122,812	\$10,743	\$27,313	\$160,869
	Los Alamos as % of Market Average	110%	117%	100%	109%
24	Community Services Director				
	Los Alamos County	\$134,797	\$12,594	\$27,296	\$174,687
	Market Average	\$134,108	\$10,743	\$29,826	\$174,678
	Los Alamos as % of Market Average	101%	117%	92%	100%
25	Compensation Analyst				
	Los Alamos County	\$91,235	\$12,594	\$18,475	\$122,303
	Market Average	\$71,390	\$10,743	\$15,877	\$98,010
	Los Alamos as % of Market Average	128%	117%	116%	125%
26	Consolidated Dispatch Center Manager				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$86,442	\$10,743	\$19,225	\$116,410
	Los Alamos as % of Market Average	91%	117%	83%	92%
27	Construction Specialist 3				
	Los Alamos County	\$60,245	\$12,594	\$12,200	\$85,039
	Market Average	\$46,408	\$10,743	\$10,321	\$67,473
	Los Alamos as % of Market Average	130%	117%	118%	126%
28	County Engineer				
	Los Alamos County	\$110,898	\$12,594	\$22,457	\$145,948
	Market Average	\$135,484	\$10,743	\$30,132	\$176,359
	Los Alamos as % of Market Average	82%	117%	75%	83%
29	Court Administrator				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$76,112	\$10,743	\$16,927	\$103,783
	Los Alamos as % of Market Average	104%	117%	94%	103%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
30	Court Clerk				
	Los Alamos County	\$47,204	\$12,594	\$9,559	\$69,356
	Market Average	\$43,118	\$10,743	\$9,589	\$63,451
	Los Alamos as % of Market Average	109%	117%	100%	109%
31	Custodian				
	Los Alamos County	\$33,547	\$12,594	\$6,793	\$52,934
	Market Average	\$29,958	\$10,743	\$6,663	\$47,364
	Los Alamos as % of Market Average	112%	117%	102%	112%
32	Database Administrator				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$85,963	\$10,743	\$19,118	\$115,825
	Los Alamos as % of Market Average	117%	117%	107%	115%
33	Deputy Chief Financial Officer				
	Los Alamos County	\$110,898	\$12,594	\$22,457	\$145,948
	Market Average	\$112,915	\$10,743	\$25,112	\$148,771
	Los Alamos as % of Market Average	98%	117%	89%	98%
34	Deputy Clerk				
	Los Alamos County	\$49,563	\$12,594	\$10,037	\$72,194
	Market Average	\$64,967	\$10,743	\$14,449	\$90,160
	Los Alamos as % of Market Average	76%	117%	69%	80%
35	Deputy County Attorney				
	Los Alamos County	\$122,264	\$12,594	\$24,758	\$159,616
	Market Average	\$135,647	\$10,743	\$30,168	\$176,559
	Los Alamos as % of Market Average	90%	117%	82%	90%
36	Deputy County Manager				
	Los Alamos County	\$163,847	\$12,594	\$33,179	\$209,619
	Market Average	\$154,864	\$10,743	\$34,442	\$200,049
	Los Alamos as % of Market Average	106%	117%	96%	105%
37	Deputy Utility Manager - Electric				
	Los Alamos County	\$122,264	\$12,594	\$24,758	\$159,616
	Market Average	\$175,203	\$10,743	\$38,965	\$224,912
	Los Alamos as % of Market Average	70%	117%	64%	71%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
38	Detention Administrator				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
39	Detention Corporal				
	Los Alamos County	\$63,257	\$12,594	\$12,810	\$88,661
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
40	Dispatcher 2				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$42,374	\$10,743	\$9,424	\$62,541
	Los Alamos as % of Market Average	123%	117%	112%	120%
41	Economic Development Administrator				
	Los Alamos County	\$110,898	\$12,594	\$22,457	\$145,948
	Market Average	\$116,077	\$10,743	\$25,815	\$152,636
	Los Alamos as % of Market Average	96%	117%	87%	96%
42	Elections Manager				
	Los Alamos County	\$60,245	\$12,594	\$12,200	\$85,039
	Market Average	\$74,810	\$10,743	\$16,638	\$102,191
	Los Alamos as % of Market Average	81%	117%	73%	83%
43	Emergency Management Specialist				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$69,797	\$10,743	\$15,523	\$96,064
	Los Alamos as % of Market Average	75%	117%	68%	78%
44	Emergency Services Commander				
	Los Alamos County	\$105,617	\$12,594	\$21,387	\$139,598
	Market Average	\$103,963	\$10,743	\$23,121	\$137,828
	Los Alamos as % of Market Average	102%	117%	93%	101%
45	EMS Training Coordinator				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$79,799	\$10,743	\$17,747	\$108,290
	Los Alamos as % of Market Average	109%	117%	99%	108%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
46	Engineering Aide				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$51,488	\$10,743	\$11,451	\$73,682
	Los Alamos as % of Market Average	101%	117%	92%	102%
47	Engineering Associate				
	Los Alamos County	\$82,752	\$12,594	\$16,757	\$112,103
	Market Average	\$63,845	\$10,743	\$14,199	\$88,788
	Los Alamos as % of Market Average	130%	117%	118%	126%
48	Engineering Project Manager				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	\$111,855	\$10,743	\$24,876	\$147,474
	Los Alamos as % of Market Average	86%	117%	78%	87%
49	Environmental Services Manager				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$88,213	\$10,743	\$19,619	\$118,575
	Los Alamos as % of Market Average	98%	117%	90%	99%
50	Environmental Services Technician				
	Los Alamos County	\$61,751	\$12,594	\$12,504	\$86,849
	Market Average	\$55,102	\$10,743	\$12,255	\$78,101
	Los Alamos as % of Market Average	112%	117%	102%	111%
51	Equipment Operator				
	Los Alamos County	\$47,204	\$12,594	\$9,559	\$69,356
	Market Average	\$42,781	\$10,743	\$9,515	\$63,039
	Los Alamos as % of Market Average	110%	117%	100%	110%
52	Executive Assistant				
	Los Alamos County	\$61,403	\$12,594	\$12,434	\$86,431
	Market Average	\$62,351	\$10,743	\$13,867	\$86,962
	Los Alamos as % of Market Average	98%	117%	90%	99%
53	Facilities Manager				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$91,388	\$10,743	\$20,325	\$122,457
	Los Alamos as % of Market Average	95%	117%	87%	96%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
54	Facilities Services Manager				
	Los Alamos County	\$75,059	\$12,594	\$15,199	\$102,852
	Market Average	\$72,863	\$10,743	\$16,205	\$99,811
	Los Alamos as % of Market Average	103%	117%	94%	103%
55	Fire & Life Safety Coordinator				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
56	Fire & Life Safety Technology Specialist				
	Los Alamos County	\$54,644	\$12,594	\$11,065	\$78,303
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
57	Fire Battalion Chief				
	Los Alamos County	\$100,587	\$12,594	\$20,369	\$133,549
	Market Average	\$96,032	\$10,743	\$21,358	\$128,133
	Los Alamos as % of Market Average	105%	117%	95%	104%
58	Fire Chief				
	Los Alamos County	\$148,613	\$12,594	\$30,094	\$191,301
	Market Average	\$142,985	\$10,743	\$31,800	\$185,528
	Los Alamos as % of Market Average	104%	117%	95%	103%
59	Fleet Manager				
	Los Alamos County	\$91,235	\$12,594	\$18,475	\$122,303
	Market Average	\$88,744	\$10,743	\$19,737	\$119,224
	Los Alamos as % of Market Average	103%	117%	94%	103%
60	Fleet Mechanic 1				
	Los Alamos County	\$38,834	\$12,594	\$7,864	\$59,292
	Market Average	\$46,964	\$10,743	\$10,445	\$68,152
	Los Alamos as % of Market Average	83%	117%	75%	87%
61	Gas, Water, and Sewer Field Supervisor				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	\$78,695	\$10,743	\$17,502	\$106,941
	Los Alamos as % of Market Average	87%	117%	79%	88%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
62	Gas, Water, and Sewer Shop Supervisor				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
63	GIS System Specialist				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$62,960	\$10,743	\$14,002	\$87,706
	Los Alamos as % of Market Average	125%	117%	114%	122%
64	Golf Course Maintenance Superintendent				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	\$72,810	\$10,743	\$16,193	\$99,746
	Los Alamos as % of Market Average	94%	117%	85%	95%
65	Head Golf Professional				
	Los Alamos County	\$64,838	\$12,594	\$13,130	\$90,562
	Market Average	\$64,963	\$10,743	\$14,448	\$90,154
	Los Alamos as % of Market Average	100%	117%	91%	100%
66	Housing & Special Projects Manager				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	\$77,037	\$10,743	\$17,133	\$104,914
	Los Alamos as % of Market Average	124%	117%	113%	122%
67	Human Resources Manager (Director)				
	Los Alamos County	\$128,378	\$12,594	\$25,996	\$166,968
	Market Average	\$158,493	\$10,743	\$35,249	\$204,486
	Los Alamos as % of Market Average	81%	117%	74%	82%
68	Human Resources Technician				
	Los Alamos County	\$54,644	\$12,594	\$11,065	\$78,303
	Market Average	\$55,710	\$10,743	\$12,390	\$78,843
	Los Alamos as % of Market Average	98%	117%	89%	99%
69	IT Program Manager				
	Los Alamos County	\$110,898	\$12,594	\$22,457	\$145,948
	Market Average	\$97,436	\$10,743	\$21,670	\$129,849
	Los Alamos as % of Market Average	114%	117%	104%	112%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
70	Laborer				
	Los Alamos County	\$33,547	\$12,594	\$6,793	\$52,934
	Market Average	\$37,092	\$10,743	\$8,249	\$56,085
	Los Alamos as % of Market Average	90%	117%	82%	94%
71	Legal Assistant				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	\$53,599	\$10,743	\$11,920	\$76,263
	Los Alamos as % of Market Average	107%	117%	97%	107%
72	Librarian				
	Los Alamos County	\$68,081	\$12,594	\$13,786	\$94,461
	Market Average	\$58,456	\$10,743	\$13,001	\$82,199
	Los Alamos as % of Market Average	116%	117%	106%	115%
73	Library Specialist				
	Los Alamos County	\$44,956	\$12,594	\$9,103	\$66,653
	Market Average	\$43,463	\$10,743	\$9,666	\$63,873
	Los Alamos as % of Market Average	103%	117%	94%	104%
74	Library Technician				
	Los Alamos County	\$35,224	\$12,594	\$7,133	\$54,951
	Market Average	\$37,451	\$10,743	\$8,329	\$56,524
	Los Alamos as % of Market Average	94%	117%	86%	97%
75	Lifeguard				
	Los Alamos County	\$40,776	\$12,594	\$8,257	\$61,627
	Market Average	\$28,009	\$10,743	\$6,229	\$44,981
	Los Alamos as % of Market Average	146%	117%	133%	137%
76	Lineman Supervisor				
	Los Alamos County	\$89,009	\$12,594	\$18,024	\$119,627
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
77	Management Analyst				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$71,047	\$10,743	\$15,801	\$97,591
	Los Alamos as % of Market Average	111%	117%	101%	110%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
78	Office Manager				
	Los Alamos County	\$64,838	\$12,594	\$13,130	\$90,562
	Market Average	\$62,429	\$10,743	\$13,884	\$87,057
	Los Alamos as % of Market Average	104%	117%	95%	104%
79	Parks Maintenance Construction Specialist 2				
	Los Alamos County	\$42,815	\$12,594	\$8,670	\$64,078
	Market Average	\$36,906	\$10,743	\$8,208	\$55,857
	Los Alamos as % of Market Average	116%	117%	106%	115%
80	Parks Maintenance Construction Specialist 2				
	Los Alamos County	\$42,815	\$12,594	\$8,670	\$64,078
	Market Average	\$36,906	\$10,743	\$8,208	\$55,857
	Los Alamos as % of Market Average	116%	117%	106%	115%
81	Parks, Recreation & Open Space Manager				
	Los Alamos County	\$116,442	\$12,594	\$23,580	\$152,616
	Market Average	\$97,073	\$10,743	\$21,589	\$129,406
	Los Alamos as % of Market Average	120%	117%	109%	118%
82	Payroll Specialist				
	Los Alamos County	\$63,257	\$12,594	\$12,810	\$88,661
	Market Average	\$52,778	\$10,743	\$11,738	\$75,259
	Los Alamos as % of Market Average	120%	117%	109%	118%
83	Permit Technician				
	Los Alamos County	\$54,644	\$12,594	\$11,065	\$78,303
	Market Average	\$42,090	\$10,743	\$9,361	\$62,194
	Los Alamos as % of Market Average	130%	117%	118%	126%
84	Planning Manager				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$102,261	\$10,743	\$22,743	\$135,748
	Los Alamos as % of Market Average	85%	117%	77%	86%
85	Police Chief				
	Los Alamos County	\$148,613	\$12,594	\$30,094	\$191,301
	Market Average	\$153,607	\$10,743	\$34,162	\$198,512
	Los Alamos as % of Market Average	97%	117%	88%	96%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
86	Police Commander				
	Los Alamos County	\$105,617	\$12,594	\$21,387	\$139,598
	Market Average	\$117,694	\$10,743	\$26,175	\$154,612
	Los Alamos as % of Market Average	90%	117%	82%	90%
87	Power System Operator				
	Los Alamos County	\$84,771	\$12,594	\$17,166	\$114,531
	Market Average	\$88,012	\$10,743	\$19,574	\$118,330
	Los Alamos as % of Market Average	96%	117%	88%	97%
88	Probation Officer				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
89	Projects Manager				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	\$86,223	\$10,743	\$19,176	\$116,143
	Los Alamos as % of Market Average	111%	117%	101%	110%
90	Public Service Aide				
	Los Alamos County	\$40,776	\$12,594	\$8,257	\$61,627
	Market Average	\$42,612	\$10,743	\$9,477	\$62,832
	Los Alamos as % of Market Average	96%	117%	87%	98%
91	Public Works Director				
	Los Alamos County	\$134,797	\$12,594	\$27,296	\$174,687
	Market Average	\$152,186	\$10,743	\$33,846	\$196,776
	Los Alamos as % of Market Average	89%	117%	81%	89%
92	Records and Information Management Specialist				
	Los Alamos County	\$44,956	\$12,594	\$9,103	\$66,653
	Market Average	\$52,919	\$10,743	\$11,769	\$75,432
	Los Alamos as % of Market Average	85%	117%	77%	88%
93	Records and Information Management Program Manager				
	Los Alamos County	\$95,797	\$12,594	\$19,399	\$127,790
	Market Average	\$82,488	\$10,743	\$18,345	\$111,577
	Los Alamos as % of Market Average	116%	117%	106%	115%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
94	Records Specialist				
	Los Alamos County	\$40,776	\$12,594	\$8,257	\$61,627
	Market Average	\$32,127	\$10,743	\$7,145	\$50,015
	Los Alamos as % of Market Average	127%	117%	116%	123%
95	Recreation Leader				
	Los Alamos County	\$44,956	\$12,594	\$9,103	\$66,653
	Market Average	\$31,894	\$10,743	\$7,093	\$49,730
	Los Alamos as % of Market Average	141%	117%	128%	134%
96	Recreation Program Manager				
	Los Alamos County	\$82,752	\$12,594	\$16,757	\$112,103
	Market Average	\$79,654	\$10,743	\$17,715	\$108,112
	Los Alamos as % of Market Average	104%	117%	95%	104%
97	Recreation Specialist				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$46,875	\$10,743	\$10,425	\$68,043
	Los Alamos as % of Market Average	111%	117%	101%	110%
98	Recreational Customer Service Associate				
	Los Alamos County	\$36,985	\$12,594	\$7,489	\$57,068
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
99	Safety Coordinator (Manager)				
	Los Alamos County	\$78,812	\$12,594	\$15,959	\$107,365
	Market Average	\$81,984	\$10,743	\$18,233	\$110,961
	Los Alamos as % of Market Average	96%	117%	88%	97%
100	Scale Operator				
	Los Alamos County	\$49,563	\$12,594	\$10,037	\$72,194
	Market Average	\$36,974	\$10,743	\$8,223	\$55,940
	Los Alamos as % of Market Average	134%	117%	122%	129%
101	Senior Office Specialist				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$49,650	\$10,743	\$11,042	\$71,436
	Los Alamos as % of Market Average	105%	117%	95%	105%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
102	Sign/Marking Tech 1				
	Los Alamos County	\$38,834	\$12,594	\$7,864	\$59,292
	Market Average	\$39,992	\$10,743	\$8,894	\$59,630
	Los Alamos as % of Market Average	97%	117%	88%	99%
103	Street Maintenance Superintendent				
	Los Alamos County	\$75,059	\$12,594	\$15,199	\$102,852
	Market Average	\$83,755	\$10,743	\$18,627	\$113,126
	Los Alamos as % of Market Average	90%	117%	82%	91%
104	Student				
	Los Alamos County	\$18,377	\$12,594	\$3,721	\$34,692
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
105	Supervisory Control and Data Acquisition System Specialist				
	Los Alamos County	\$89,009	\$12,594	\$18,024	\$119,627
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
106	Supply Specialist				
	Los Alamos County	\$42,815	\$12,594	\$8,670	\$64,078
	Market Average	\$42,904	\$10,743	\$9,542	\$63,189
	Los Alamos as % of Market Average	100%	117%	91%	101%
107	Systems Administrator				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$79,351	\$10,743	\$17,648	\$107,743
	Los Alamos as % of Market Average	110%	117%	100%	109%
108	Technical Support Specialist				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	\$55,399	\$10,743	\$12,321	\$78,464
	Los Alamos as % of Market Average	104%	117%	94%	104%
109	Telecomm Network Specialist				
	Los Alamos County	\$52,042	\$12,594	\$10,538	\$75,174
	Market Average	\$61,669	\$10,743	\$13,715	\$86,128
	Los Alamos as % of Market Average	84%	117%	77%	87%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
110	Traffic & Streets Manager/Traffic Engineer				
	Los Alamos County	\$105,617	\$12,594	\$21,387	\$139,598
	Market Average	\$90,928	\$10,743	\$20,222	\$121,894
	Los Alamos as % of Market Average	116%	117%	106%	115%
111	Traffic Electrician 2				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
112	Transit Customer Service Representative/Dispatcher 1				
	Los Alamos County	\$40,776	\$12,594	\$8,257	\$61,627
	Market Average	\$39,472	\$10,743	\$8,779	\$58,994
	Los Alamos as % of Market Average	103%	117%	94%	104%
113	Transit Manager				
	Los Alamos County	\$86,890	\$12,594	\$17,595	\$117,079
	Market Average	\$93,060	\$10,743	\$20,696	\$124,500
	Los Alamos as % of Market Average	93%	117%	85%	94%
114	Transit Operator I				
	Los Alamos County	\$38,834	\$12,594	\$7,864	\$59,292
	Market Average	Insufficient Market Data			
	Los Alamos as % of Market Average	--	--	--	--
115	Victim Assistant				
	Los Alamos County	\$47,204	\$12,594	\$9,559	\$69,356
	Market Average	\$39,239	\$10,743	\$8,727	\$58,709
	Los Alamos as % of Market Average	120%	117%	110%	118%
116	Visual Information Specialist				
	Los Alamos County	\$57,376	\$12,594	\$11,619	\$81,589
	Market Average	\$56,162	\$10,743	\$12,490	\$79,396
	Los Alamos as % of Market Average	102%	117%	93%	103%

#	Benchmark Job Title	Base Pay	Employer Cost of Benefits		Employer Total Comp Costs
		(Range Midpoint)	Total Health Cost (Medical (PPO), Dental, Vision)	Total Retirement Benefits	
117	Wastewater Treatment Plant Superintendent				
	Los Alamos County	\$91,235	\$12,594	\$18,475	\$122,303
	Market Average	\$90,007	\$10,743	\$20,018	\$120,768
	Los Alamos as % of Market Average	101%	117%	92%	101%
118	Water Systems Supervisor				
	Los Alamos County	\$63,257	\$12,594	\$12,810	\$88,661
	Market Average	\$75,418	\$10,743	\$16,773	\$102,935
	Los Alamos as % of Market Average	84%	117%	76%	86%

Appendix A – Benchmark Job Summaries

#	Survey Job Title	Description of Work
1	Accountant	<p>Summary: Under general supervision of designated manager, performs accounting functions, such as ledger/fund maintenance, cost analysis, fund reconciliation, posting, and fiscal control of inventory. Prepares financial reports from standard operating statistics and/or financial data. Investigates and resolves problems related to funds, budgets, expenditures, and/or procurement practices. Provides assistance in the development, implementation, and management of fiscal systems and procedures, applying basic concepts, methods, and techniques. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Accounting, Business Administration, Finance or related field, or equivalent combination of education and related work experience. • Two years' accounting or finance experience.
2	Accounting Operations Manager	<p>Summary: Under general supervision of the Deputy Chief Financial Officer, provides direction, leadership and oversight of the management, control, and reporting of multiple accounting functions, fund and sub-system accounting, and the investment portfolio for the County. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Accounting, Business Administration, Finance or related field, or equivalent combination of education and related work experience. • Six years' experience in accounting, finance or payroll or any combination of these areas. • Three years' supervisory experience across all years of job related experience.

#	Survey Job Title	Description of Work
3	Accounts Payable & Purchasing Card Administrator	<p>Summary: Under general supervision of the designated manager, administers oversight of the County payment processing function and administers the County Purchasing Card (PCard) program. Develops and delivers County-wide Accounts Payable (AP) and PCard training. Ensures adherence to County policies and procedures, and monitors compliance with County requirements between finance, procurement, departments, individual cardholders, and budget personnel. Reconciles all PCard statements with electronic payments to commercial PCard service provider. Performs internal audits of PCard transactions, employee travel reimbursements, and accounts payable function. Serves as primary correspondent with external auditors over the County payment processing function. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Accounting, Business Administration, Finance, Public Administration, Supply Management or related field or equivalent combination of education and work-related experience. • Four years' experience in accounting, bookkeeping, supply management, or related field.
4	Animal Shelter Manager	<p>Summary: Under general supervision of the Police Chief or designee, manages the day-to-day operations of the Los Alamos County Animal Shelter and assures that operations are in compliance with federal, state and local laws and regulations. Is responsible for managing all County volunteers, including serving as the primary interface with independent community-based volunteer programs and affiliated shelter programs. Also responsible for ensuring the humane treatment of sheltered animals and the routine maintenance of the physical facility. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Four years' experience as an Animal Control Officer, Shelter Manager, or in another position that demonstrates an ability to effectively care for animals and manage an office. • One-year supervisory experience across all years of experience.

#	Survey Job Title	Description of Work
5	Application Analyst/Developer	<p>Summary: Under general supervision of the Chief Information Officer or designee, provides integrated, advanced technical, development and user support to divisions. Researches, analyzes, and defines complex user problems and requirements, independently develops comprehensive application specifications, and develops and maintains solutions and associated procedures. Provides a wide range of technical support, problem resolution, application development and educational services to users on both hardware and software issues. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, or related field, or equivalent combination of education and related work experience. • Three years' experience in system analysis, system implementation, troubleshooting and customer support. • Two years of experience of support in area of specialization across all years of job related experience.
6	Appraiser	<p>Summary: Under general supervision of the Chief Deputy Assessor, appraise real property for the purpose of property taxes by using valuation models on Computer Assisted Mass Appraisal (CAMA) format in accordance with the NM property Tax Code. Applies recognized appraisal and mass appraisal methods and techniques. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • High School Diploma or GED. • Four years of appraisal experience, three of which must include experience in commercial industrial or income producing property.</p>
7	Assessment Specialist	<p>Summary: Under general supervision of the Chief Deputy Assessor, prepares personal property accounts of businesses, hangers, stables, and livestock. Performs clerical and technical activities related to recording and verifying assessment data. Prepares purchase requisitions, makes staff travel arrangements, and allocates cost to appropriate budget line. Assists in the maintenance of the Assessor's Web Site. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years in real estate, marketing, economic concepts, appraisals, property assessments, construction or local government.

#	Survey Job Title	Description of Work
8	Assistant County Attorney	<p>Summary: Under supervision and at the direction of the County Attorney and the Deputy County Attorney, provides legal advice and counsel, prepares legal research, assists in developing ordinance and administrative regulations, provides legal, and policy analysis of issues, and drafts and negotiates contracts. Maintains confidentiality of all privileged information. The Assistant County Attorney serves at the pleasure of the County Attorney.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Juris Doctorate Degree from an accredited law school. • Five years of experience providing legal representation to public or private sector policymakers.
9	Associate Planner	<p>Summary: Under general supervision of the Community Development Director or designee, manages planning application cases, drafts, interprets and applies county community planning codes, ordinances, and policies to provide services to the public, the department, other departments and county administration. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Planning or related field, or equivalent combination of education and related work experience. • Two years of professional planning or closely related experience.
10	Benefits & Pension Manager	<p>Summary: Under general direction of the Human Resources Manager or designee, manages and coordinates the planning, implementation, and administration of various employee benefit policies and plans as well as pension programs, including but not limited to group insurance for health, dental, vision, life, and disability and mandatory and optional retirement County plans; coordinates the selection of service providers; evaluates plans and plan performance and makes recommendations for change; assures all communication and reporting requirements are met; administers family medical leave, military leave, and donated leave programs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public or Business Administration, Human Resources or related field, or equivalent combination of education and related work experience. • Four years of human resources or office management, including benefits. • Two years supervisory experience across all years of job experience.

#	Survey Job Title	Description of Work
11	Billing & Service Specialist	<p>Summary: Under general supervision of the Management Analyst, provides a wide range of customer service and support to customers, community members, and employees of Los Alamos County. Sets up new services and accounts, makes changes in services, performs billing, collects incoming county revenues for services and property taxes, and follows up on delinquent accounts. Responds to customer inquiries regarding County services and utility accounts. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Three years of experience in related customer service including administrative, billing or financial duties.
12	Budget & Performance Manager	<p>Summary: Under general supervision and direction of the Chief Financial Officer (CFO), the Budget and Performance Manager directs the preparation and administration of Annual Operating and Long-term Capital Improvement Program budgets, the performance management system, and the long range fiscal planning. Integrates County Council's Strategic Leadership Plan into performance reporting. Initiates, conducts, and implements administrative studies and surveys to provide a basis for management control and decision-making. Supervises professional budget analyst staff. Responsible for the operation and maintenance of the County's budget and performance software systems. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelors' degree from an accredited college or university in Business Administration, Accounting, Finance or related field; or equivalent combination of education and related work experience. • Six years' experience in accounting, budget, and performance management. • Two years' management and supervisory experience across all years of job related experience.

#	Survey Job Title	Description of Work
13	Building Inspector	<p>Summary: Under general supervision of the Chief Building Official or designee, reviews building applications and plans, and performs skilled field inspection work to assure compliance with established codes, laws and regulations. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Three years' experience in construction at journeyman and/or foreman level or in building inspection.
14	Business & ERP Manager	<p>Summary: Under general direction of the Deputy County Manager, partners with County executives and management, subject matter and technology experts to align enterprise resource planning services with County strategic plans and objectives; conducts research and provides information, analysis, and recommendations for management decision-making; manages Enterprise Resource Planning (ERP) application and associated tools; deploys countywide process efficiencies and technologies to enable business process improvement. Conducts organizational and management studies; manages enterprise initiatives and special projects related to performance management, operational excellence, internal operations, and other organizational issues. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business/Public Administration, Accounting, Finance, Management Information Systems/Computer Science or related field, or equivalent combination of education and related work experience. • Six years of experience in enterprise application systems and technology, three years of which is in management or consulting. • Three years of supervisory experience across all years of experience.

#	Survey Job Title	Description of Work
15	Buyer	<p>Summary: Under general supervision of the Chief Purchasing Officer or designee, coordinates the County's procurement process function and purchases goods, services, and construction. Responsible for procure-to-settle process, including supplier relationship management, inventory, logistics, sourcing solicitations purchase order and contract development, expediting, award, post-award, and administration. The Sr. Buyer leads the day-to-day conduct of the solicitation and contract function, the purchase order function and/or the inventory function. Monitors and ensures compliance with County records and risk management guidelines, applicable laws and regulations, and principles and standards of ethical supply management conduct. Monitors and ensures compliance with County and other requirements between procurement, suppliers and potential suppliers, departments, legal, budget, finance and accounting personnel. Delivers inventory, purchasing, sourcing and contracting training. Audits and reconciles procurement and other County records to supplier records. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:• Associates degree from and accredited college or university in Supply Management, Logistics Business Administration, Finance or a related field or an equivalent combination of education and related work experience. • Four years of experience in procurement/purchasing, or supply management.</p>
16	Case Coordination Specialist	<p>Summary: Under general supervision of the Social Services Manager, performs outreach and referrals for community residents requiring case coordination for a wide range of services. Screens and assesses needs of new clients, develops service plans with clients and documents progress until files are closed. Liaises with other agencies performing similar activities in the community and surrounding counties. Compiles data on demographics being served in the community to identify target populations and emerging needs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Social Work, Psychology or related field. • Three years' experience in case coordination or related field.
17	Chief Building Official	<p>Summary: Under general supervision of the Community Development Director, manages and directs the activities and operations of the Building Program and Housing and Special Projects. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • An Associate's Degree from an accredited college or university in Construction Management, Building Inspection Technology, Project Management, Engineering or a closely related field. • Ten years' experience in the Building Trades to include five years' construction management experience with building inspection and plan review. • Three years of supervisory experience across all years of job-related experience. • Must possess and maintain certification as a building inspector.

#	Survey Job Title	Description of Work
18	Chief Deputy Assessor	<p>Summary: Under limited direction of the County Assessor, manages, administers, and oversees all property tax assessment functions and staff of the County Assessor's office to insure compliance of the New Mexico Property Tax Code, appraisal ethics and standards. Applies recognized appraisal and mass appraisal methods and techniques. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business, Marketing, Economics or related field, or equivalent combination of education and related work experience. • Six years' experience in the appraisal of all classes of real and personal property, property tax laws and regulations, office management. • Two years supervisory experience across all years of job related experience.
19	Chief Deputy Clerk	<p>Summary: Under general supervision of the County Clerk, plans, organizes, supervises and manages staff and coordinates all fiscal/administrative programs activities and operations of the department. Directly participates in departmental administrative decision making; implements and enforces office policies and procedures and sets workflow priorities and standards. In addition, may provide direct, high-level administrative assistance to the County Clerk. Maintains official county, municipal, and public records. Supervises the recording of documents and assures compliance with federal and state statutes and county policies. Acts in the capacity of the County Clerk in his/her absence. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from and accredited college or university in Business, Communications, Political Science, Public Administration or related field, or equivalent combination of education and related work experience. • Six years' experience in public service in a government office environment with recordkeeping, budget, administrative, elections and data management responsibilities. • Two years' supervisory or lead experience across all years of job related experience.

#	Survey Job Title	Description of Work
20	Chief Information Officer (other similar title may be Information Technology Director)	<p>Summary: Under general supervision of the Deputy County Manager, directs, plans, and organizes information technology and records management programs within the County. Develops and implements strategic plans for the county's information technology and records infrastructure. Provides technical leadership. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, or related field, or equivalent combination of education and job related experience. • Eight years' experience in information technology or related field. • Four years in a supervisory capacity across all years of job related experience.
21	Chief Purchasing Officer	<p>Summary: Under general supervision of the Deputy Chief Financial Officer or designee, plans, organizes and directs all functions required to operate and maintain supply management activities and services encompassing purchasing, contracting (construction, goods, and services), logistics, inventory, and materials management. As the Chief Purchasing Officer, serves as the County's principal public purchasing official. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business Administration, Logistics, Business Operations or related field, or equivalent combination of education and related work experience. • Eight years of progressively responsible experience in business administration, general logistics, or procurement. • Three years of supervisory experience across all years of job related experience.
22	Communications & Public Relations Administrator	<p>Summary: Under limited supervision of the County Manager, plans, organizes and directs the Communications and Public Relations staff and operations. Leads the county's efforts with regard to media relations, public information, public affairs, publications, and community relations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Journalism, Communications, Public Relations, Public or Business Administration, or related field, or equivalent combination of education and related work experience. • Six years of experience in public relations, communication, marketing, or related field. • Three years of management experience across all years of job related experience. • Three years supervisory experience across all years of job related experience.

#	Survey Job Title	Description of Work
23	Community Development Director	<p>Summary: Under limited supervision of the County Manager or designee, plans, organizes and directs the Community Development Department staff and operations. Develops and implements community development and planning policies and procedures and assures compliance with all laws and ordinances governing building, planning and zoning, affordable housing, code enforcement, and business licenses. Maintains confidentiality of all privileged information. The Community Development Director serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications: • Bachelor's Degree from an accredited college or university in Urban Planning, Public Administration or related field. • Eight years of experience in community development or land use planning. • Four years of management experience across all years of work related experience.</p>
24	Community Services Director	<p>Summary: Under limited supervision of the Deputy County Manager, plans, organizes and directs the Community Services Department staff and operations, including the Library; , Parks, Recreation and Open Space; and Social Services Divisions, as well as cultural services contracts. Develops and implements community services and planning policies and procedures, and assures compliance with all laws and ordinances. Maintains confidentiality of all privileged information. The Community Services Director serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Library Science, Recreation, Public Administration, Business Administration or related field. • Eight years of experience in library, parks, recreation management, social services, or public administration. • Four years of management experience across all years of job related experience.

#	Survey Job Title	Description of Work
25	Compensation Analyst	<p>Summary: Under general direction of the Human Resources Manager or designee, plans, develops and administers the classification and compensation plan for Los Alamos County; assists in the development of performance management and performance-driven pay policies and plans; coordinates and recommends annual updates in the compensation plan; assures communication with departments and employees; assures all compensation and classification compliance and reporting requirements are met. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • A Bachelor's Degree from an accredited university in Human Resources Management, Business/Public Administration, Finance, Technology or related field. • Four years' experience in compensation management. • Two years' supervisory experience across all years of job experience.
26	Consolidated Dispatch Center Manager (other similar titles may be Director of Emergency Communications or Director of Dispatch)	<p>Summary: Under general supervision of the Emergency Services Commander, conducts administration and oversight of the dispatch center functions for Police, Fire and EMS services, and coordinates programs with the Los Alamos National Laboratory and the Department of Energy to ensure compliance with established agreements for cooperative service planning on and off Federal Properties. Develops, maintains and operates the dispatch center to include and organizing workflow, initiating and implementing operating policies and procedures, personnel and budget management. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's degree from an accredited college or university in a related field or equivalent combination of education and work related experience. • Four years of police, fire or emergency dispatching experience, including two years of supervisory experience across all years of work related experience.
27	Construction Specialist 3	<p>Summary: Under direct supervision of the Facilities Manager, constructs, modifies, and maintains building structures and support systems. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Three years of experience in the carpentry, plumbing, electrical, mechanical or general construction trades.

#	Survey Job Title	Description of Work
28	County Engineer	<p>Summary: Under limited supervision of the Public Works Director, oversees and manages engineering staff with overall responsibility for in-house designs, and provides direction and oversight for contracts related to the procurement, design and construction of county projects. Maintains confidentiality of all privileged information. Minimum Qualifications: • Bachelor's Degree from an accredited college or university in Engineering or related field. • Eight years of progressively responsible experience in civil engineering, construction, or public works engineering. • Three years of management and supervisory experience across all years of job related experience. • Registration as a Professional Engineer.</p>
29	Court Administrator	<p>Summary: Under general supervision of Municipal Judge, oversees the daily administrative functioning of the Court. Ensures that the office runs effectively and efficiently. Directly participates in court administrative decision making; establishes, implements, and enforces office policies and procedures, and sets workflow priorities and standards. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public Administration, Business Management, Court Management, Criminal Justice or related field, or equivalent combination of education and related work experience. • Three years' experience in court administration, office management or other related managerial experience. • Three years of supervisory experience across all years of job-related experience.
30	Court Clerk	<p>Summary: Under general supervision of the Court Administrator, performs clerical, technical and administrative duties in court of law; prepares docket of cases to be called; secures information for judges. Contacts witnesses, attorneys, and litigants to schedule hearings for court.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Four years administrative or secretarial experience in a high volume work environment involving public contact, providing customer service and the application of complex policies and procedures.

#	Survey Job Title	Description of Work
31	Custodian	<p>Summary: Under direct supervision of the Facility Services Manager or Recreation Program Manager, performs custodial maintenance duties, including dusting, mopping, finishing and buffing floors, vacuuming and shampooing carpets, cleaning and restocking restrooms. Maintains the clean and sanitary condition of buildings, offices and fixtures. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One year experience as a custodian.
32	Database Administrator	<p>Summary: Under general supervision of the Chief Information Officer or designee, provides technical expertise in the design, implementation, and maintenance of relational database management systems (SQL and Oracle) that support institutional business applications. Ensures logical data models are mapped effectively and efficiently into physical data models that take advantage of the characteristics of the specific database management system used. Responsible for technically supporting multiple databases that run countywide business applications which are accessed by multiple departments. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, Library Information Systems or related field or equivalent combination of education and related work experience. • Four years of experience in database management, troubleshooting and customer support experience.

#	Survey Job Title	Description of Work
33	Deputy Chief Financial Officer	<p>Summary: Under general supervision of the Chief Financial Officer (CFO), accomplishes the objectives of the Finance Division by strategic planning, organizing, and managing the accounting and payroll functions to assure optimal return on financial assets, establish financial policies, procedures, internal controls, and reporting systems. Ensures all accounting functions and programs, including payroll, are maintained in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards. Assists in the development and review of county budgets. May act as the Chief Financial officer in the CFO's absence. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • Bachelor's Degree from an accredited college or university in Accounting, Business Administration, Finance, Public Administration or related field. • Six years' experience controlling centralized accounting activities for multiple fund programs and/or accounting operations, which must include at least four years in public sector accounting. • Four years' management and/or supervisory experience across all years of job-related experience.</p>
34	Deputy Clerk	<p>Summary: Under general supervision of the Chief Deputy Clerk, receives, reviews, processes and records real estate and other transactions, maintains official county and public records, and assures that all documentation is properly indexed and recorded in accordance with federal and state statutes and county codes. Serves as recording clerk for the County Council and performs other Council support functions. Serves as Clerk to the Probate Court. Provides assistance to the public in person and via the telephone, fax and email. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Registered voter in New Mexico. • Two years' experience in general administrative support in a customer service environment.
35	Deputy County Attorney	<p>Summary: Under limited supervision and at the direction of the County Attorney, provides legal advice and counsel, prepares legal research, assists in developing ordinance and administrative regulations, provides legal, and policy analysis of issues, and drafts and negotiates contracts. Maintains confidentiality of all privileged information. The Deputy County Attorney serves at the pleasure of the County Attorney.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Juris Doctorate Degree from an accredited law school. • Seven years of experience in the practice of law which must include two years of providing legal representation to public or private sector policymakers.

#	Survey Job Title	Description of Work
36	Deputy County Manager	<p>Summary: Under limited supervision of the County Manager, directs administrative work relating to the full range of municipal management issues, serves as the county's second ranking administrative officer after the County Manager, and if assigned, serves as County Manager in his or her absence. Under the general oversight of the County Manager, directs a portion of the day-to-day operations of county government. Coordinates services, conducts policy analysis, formulates and recommends administrative policies, analyzes and corrects problems related to policies, procedures and practices, and prepares and presents reports to the County Council and the public. Assures compliance with county goals and objectives, and all laws, rules and regulations. Maintains confidentiality of all privileged information. Deputy County Manager serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public Administration, Business Administration, or related field, or equivalent combination of education and related work experience. • Eight years of relevant experience in administration, legislative support, fiscal analysis, management analysis, personnel administration or other related field. • Five years management and supervisory experience across all years of experience.
37	Deputy Utility Manager - Electric	<p>Summary: Under limited direction of the Utilities Manager, responsible for overall management of the Los Alamos County's power supply function; including resource planning and acquisition, analysis and review of alternative sources of electric energy, demand side management programs, load and resource forecasts, coordination of transmission services, and administration of power supply, transmission and fuel contracts. Oversees the hydroelectric facilities operations. Serves as Manager of Operations of the U.S. Department of Energy (DOE)/Los Alamos County Resource pool and administers numerous power supply and transmission agreements for DOE and the county. Maintains confidentiality of privileged information. The Deputy Utility Manager-Power Supply will have the full authority of the Utilities Manager in his or her absence. Assists the Utilities Manager in negotiating contracts and in the evaluation of professional proposals. The Deputy Utility Manager-Power Supply serves at the pleasure of the Utilities Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Electrical or Mechanical Engineering, or Business Administration. • Seven years of combined experience in engineering related field or experience related to power dispatch, power marketing or related field. • Four years supervisory experience across all years of job-related experience and two years of managerial experience.

#	Survey Job Title	Description of Work
38	Detention Administrator (other similar titles may be Jail Administrator, Jail Administrator or Warden)	<p>Summary: Under general supervision of the Deputy Police Chief or designee, supervises the day-to-day operations of the detention facility; supervises, schedules, trains, evaluates and disciplines staff, and assures that operations are in compliance with federal, state and local laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university, or equivalent combination of education and work related experience. • Four years' experience as a Detention Officer, two of which must have been with the Los Alamos Police Department. If external must have six years of experience as a Detention Officer. • Two years of supervisory experience across all job related experience.
39	Detention Corporal	<p>Summary: Under general supervision of the Detention Sergeant, responsible for maintaining custody and control of inmates in the detention facility. Enforces laws and departmental regulations that apply to detention to ensure the safety of personnel and the public. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of experience as a Detention Officer. • Must possess and maintain Corrections Officer/Detention Officer and Food Handler's certification and must be certified to carry a firearm.
40	Dispatcher 2	<p>Summary: Under general supervision of the Dispatch Shift Supervisor, responds to emergency and non-emergency telephone calls for service, identifies and dispatches appropriate emergency units, gathers and relays critical information, documents calls and responses, and complies with department policies and procedures to ensure the safety of personnel and the public. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High school diploma or GED. • Two years of emergency dispatching experience. • Must possess and maintain Public Safety Telecommunicator, Emergency Medical Dispatch, Emergency Fire Dispatch , and NCIC certifications.

#	Survey Job Title	Description of Work
41	Economic Development Administrator	<p>Summary: Under the general supervision of the County Manager serves as a key member of the county's tactical leadership team with direct responsibility for the effective implementation of county-wide strategic and operating initiatives to strengthen the economic base, attract and retain businesses, and effectively market Los Alamos County for economic sustainability and long-term vitality that enhances the quality of life of residents and strengthens the business environment. Provides support and assistance in the development, research, coordination and execution of strategies designed to create jobs, attract new businesses, retain and expand local businesses, revitalize commercial areas, facilitate real estate development projects and implement tourism attraction strategies. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Urban Planning, Economics, Public or Business Administration or related field, or equivalent combination of education and related work experience. • Seven years of increasingly responsible experience in any combination of public or private business, real estate or economic development.
42	Elections Manager	<p>Summary: Under general supervision of the Chief Deputy Clerk, prepares for and conducts all elections for Los Alamos County, maintains all voter registration records, and assures that all elections activities are conducted in compliance with federal and state statutes, and county codes. Plans, organizes and manages staff and operations of the County Clerk's Office for Election related duties. Plans and supervises local and state mandated elections and assures compliance with federal and state statutes and county policies. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates Degree from an accredited college or university in Business, Communication, Political Science, Public Administration or related field, or equivalent combination of education and related work experience. • Four years of experience in a government office environment to include two years record-keeping and data management responsibilities or election administration support. • One year supervisory or lead experience across all years of job related experience.

#	Survey Job Title	Description of Work
43	Emergency Management Specialist	<p>Summary: Under general supervision of the Emergency Management Commander, supports the office of Emergency Management and assists with emergency management functions. This position is part of the emergency response team and will work in the County Emergency Operations Center when it is activated during an emergency and is responsible for responding 24/7 to assist the Emergency Manager/Emergency Management Commander during an incident or event. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associate's degree with a concentration in Emergency Management or major in a related field, such as natural resources management, fire science, environmental science, biology, chemistry, civil engineering, public administration, or management. • Three years' experience in disaster and emergency planning, hazard mitigation, or experience in an Emergency Operations center.
44	Emergency Services Commander	<p>Summary: Under general supervision of the Police Chief or designee, organizes and directs operations of the Emergency Services Bureau and Consolidated Dispatch Center (CDC). Directs staff and operations through subordinate managers and supervisors, develops and implements policies, participates in strategic planning, initiates and maintains liaison with other local, state and federal agencies, and assures that the department is compliant with local, state, and federal laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university and three years of supervisory experience or Associates Degree from an accredited college or university with at least five years supervisory experience. • Five years' experience as a program/project manager demonstrating increasing levels of responsibility. Typical accession paths include law enforcement, corrections, fire, emergency management and/or the military.

#	Survey Job Title	Description of Work
45	EMS Training Coordinator	<p>Summary: Under general supervision of the Fire Battalion Chief of Emergency Medical Services or designee, develops, plans, schedules, coordinates, and evaluates all EMS training and related administrative activities for all levels of EMT licensure for Fire Department personnel. Plans, coordinates, and supervises EMS training Cadre and instructor activities. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associate's Degree from an accredited college or university in EMS, Fire Science or related field, or equivalent combination of education and work related experience. • Two years as a LAFD Paramedic or two years served as an operational paramedic in comparable emergency service agency. • One year as a paramedic level instructor or equivalent teaching experience. • Must possess and maintain a current EMT Paramedic license.
46	Engineering Aide	<p>Summary: Under direct supervision of the County Engineer and under the responsible charge of a licensed professional engineer, performs work involved in the planning, design, construction, inspection, operation and maintenance of county facilities and systems, and serves as project manager during all phases of a project. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years' experience as a general draftsman, survey party person, construction inspector, or Computer Aided Design and Drafting (CADD) technician, underground utility locator or equivalent combination of experience.
47	Engineering Associate	<p>Summary: Under direct supervision of the Department Director or Designee and under the responsible charge of a licensed professional engineer, performs engineering work involved in the procurement, planning, design, construction, inspection, operation and maintenance of county infrastructure and systems, and serves as project manager during construction. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • Bachelor's Degree from an accredited college or university in Engineering or related field, or equivalent combination of education and related work experience. • One year of experience in engineering. Survey, traffic, pavement and storm drain engineering experience required for Public Works.</p>

#	Survey Job Title	Description of Work
48	Engineering Project Manager	<p>Summary: Under direct supervision of the Department Director or designee performs engineering work involved in the procurement, planning, design, construction, inspection, operation and maintenance of county infrastructure and systems, and serves as project manager during construction. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Engineering or related field or equivalent combination of education and related work experience. • New Mexico Licensed Professional Engineer or registration in a different state with the ability to become licensed in New Mexico within six months of employment. • Three years of experience in a related engineering function or for a consulting engineer.
49	Environmental Services Manager	<p>Summary: Under general direction of the Public Works Director, plans, organizes and directs all functions including implementation of integrated waste management, recycling and waste prevention and programs designed to protect the land, natural resources, eco-system, and human health of the county. Provides professional leadership, coordination and assures effective execution for all Environmental Services programs and supports the advancement of existing and emerging initiatives in environmental sustainability. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Management, Environmental Engineering, Environmental Science or related field, or equivalent combination of education and related work experience. • Seven years' experience in public works operations, environmental services, or solid waste management. • Four years of supervisory experience across all years of job-related experience.

#	Survey Job Title	Description of Work
50	Environmental Services Technician	<p>Summary: Under direct supervision of the Environmental Services Superintendent or designee, performs administrative, technical, and labor duties to support Environmental Services operations. Accepts and sorts waste materials, assists customers, and cleans and maintains facilities and grounds. Maintains confidentiality of privilege information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED.
51	Equipment Operator	<p>Summary: Under direct supervision of the Lead Equipment Operator, Manager or Superintendent, performs maintenance and repair activities, operates at least one piece of small, medium or heavy equipment, operates hand and power tools, and performs manual labor in support of streets, utilities and solid waste activities.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One year of experience in the operation, servicing, and maintenance of equipment with experience in solid waste, compost system operation, utilities, pavement or construction.
52	Executive Assistant	<p>Summary: Under general supervision of the County Manager or Utilities Manager (or designee), provides high-level administrative assistance and leads quality and performance improvement projects. Conducts research and analysis related to administrative and organizational issues and may lead special projects related to internal or external concerns. Facilitates and coordinates administrative support for Council or Boards and Commissions. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: Associates Degree from an accredited college or university in Public Administration, Business Management or related field, or equivalent combination of education and related work experience. Five years of experience in advanced office management and administrative support to include two years of experience analyzing operations, conducting research and leading projects and two years of lead experience across all years of job related experience.</p>

#	Survey Job Title	Description of Work
53	Facilities Manager	<p>Summary: Under general direction of the Public Works Director or Designee, plans, organizes and manages the operations and staff of the Facilities Program, including routine and preventive maintenance and facility modification and construction projects for all County facilities in compliance with Occupational Safety and Health Association (OSHA), the Americans with Disabilities Act (ADA) and other applicable laws and regulations. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications: • Associates Degree from an accredited college or university in Construction Management, Engineering or related field, or equivalent combination of education and related work experience. • Eight years of experience in engineering maintenance, construction of facilities or other relevant areas. • Three years' supervisory experience across all years of job related experience.</p>
54	Facilities Services Manager	<p>Summary: Under general direction of the Public Works Director or designee, manages the technical, managerial, and supervisory support to Los Alamos County to ensure the facilities are properly maintained and cleaned in accordance with appropriate health and safety standards. Organizes, plans, and budgets for custodial and special event support. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates degree from an accredited college or university in facilities or custodial management or related field, or equivalent combination of education and work related experience. • Three years of experience in the field of facility event and custodial services management in a supervisory capacity.
55	Fire & Life Safety Coordinator	<p>Summary: Under the general supervision of the Fire and Life Safety Battalion Chief, enforces municipal regulations, conducts commercial occupancy inspections, and performs Fire and Life Safety Division office duties, reviews building plans, fire protection system plans, fire alarm system plans, other fire safety plans and inspections as assigned. Develops, schedules, and delivers, public education programs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of experience in fire service, building trades, code enforcement, or related field.

#	Survey Job Title	Description of Work
56	Fire & Life Safety Technology Specialist	<p>Summary: Under the general supervision of the Battalion Chief designs, maintains, analyzes, updates and assures accuracy of the Pre-Incident Plan (PIP) program; oversees installation, provides training and troubleshooting. Maintains, updates, and generates reports of the records within fire-department specific database. Manages and maintains department's Access Control Program and intra/internet; designs and maintains various graphics projects supporting departmental needs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates Degree from an accredited college or university in Drafting or related field, or equivalent combination of education and related work experience. • Two years' experience as a general draftsman or Computer Aided Design and Drafting (CADD) technician.
57	Fire Battalion Chief	<p>Summary: Under general supervision of the Fire Chief or Deputy Fire Chief, plans, schedules and administers all aspects of the major operational programs assigned for the Fire Department, serving the residents and visitors of Los Alamos County, National Nuclear Security Administration and to Los Alamos National Laboratory (LANL). Maintains confidentiality of all privileged information. May be temporarily assigned to higher level responsibilities including leading a division.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • An Associate's Degree from an accredited college or university in fire science, fire protection, emergency medical services, fire administration, public administration, business administration or a closely related field, or the equivalent number of college credits from an accredited college or university applied towards a Bachelor's degree or higher level degree. • Two years experience as a LAFD Captain or three years full time Captain experience with a career fire department comparable to LAFD; must include two years supervisory experience.
58	Fire Chief	<p>Summary: Under general direction of the County Manager, plans, directs and manages the Los Alamos Fire Department providing a program of fire prevention and protection, leads and directs firefighters in suppression of fires and in preserving lives, the environment and property. Oversees the training and development of personnel in modern firefighting, emergency medical services and fire prevention methods. Maintains confidentiality of privileged information. The Fire Chief serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Fire Science or related field. • Twelve years' experience in fire department services to include: operations, emergency medical services, training, safety, and fire and life safety, inclusive of seven years in a management/administrative (command) position with supervisory experience with a career fire department comparable to LAFD.

#	Survey Job Title	Description of Work
59	Fleet Manager	<p>Summary: Under general direction of the Public Works Director, plans, organizes and manages the operations and staff of the Fleet Division, prepares and manages the annual budget for maintenance and replacement of county vehicles and equipment, designs and manages the preventive maintenance program, establishes the replacement schedule for vehicles and equipment, and manages fuel availability. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business or Public Administration, Industrial, Mechanical or Automotive Engineering or equivalent combination of education and related work experience. • Eight years of experience in fleet operations. • Four years in a supervisory capacity across all years of job related experience.
60	Fleet Mechanic 1	<p>Summary: Under direct supervision of the Fleet Supervisor, services and conducts minor repairs on automobiles, trucks, and light equipment. Provides fueling for remote vehicles and performs all phases of tire maintenance regarding county equipment. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of experience in maintenance and repair of automotive, diesel or construction equipment.
61	Gas, Water, and Sewer Field Supervisor	<p>Summary: Under general supervision of the Gas Water Sewer (GWS) Superintendent, plans, coordinates and supervises multiple crews of pipe fitters, apprentices, heavy equipment operators, craft-related workers, and laborers engaged in installation, maintenance, operation and repair of gas, water, and sewer pipelines and facilities. Oversees the operation and maintenance of gas distribution pressure regulating stations and water distribution pressure reducing stations. Coordinates the cross-connection control/backflow prevention program. Assures compliance with applicable gas and water distribution system related laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Five years' experience in the operation and maintenance of gas distribution, water distribution and sewer collection utility systems. • Two years in a lead or supervisory capacity across all years of job-related experience. • Must possess Journeyman's Gas Fitters License.

#	Survey Job Title	Description of Work
62	Gas, Water, and Sewer Shop Supervisor	<p>Summary: Under general supervision of the Gas Water Sewer (GWS) Superintendent, plans, coordinates, and supervises a crew of heavy and specialty equipment operators, apprentices, craft-related workers, and laborers engaged in installation, maintenance, operation and repair of sewer lift stations, pipelines and facilities. Oversees the GWS shops. Coordinates the grease trap inspection program. Assures compliance with all applicable sewer collection system related laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Five years' experience in the operation and maintenance of gas distribution, water distribution or sewer collection utility systems, two of which must be in a lead or supervisory capacity. • Must possess Journeyman's Gas Fitters License.
63	GIS System Specialist	<p>Summary: Under general supervision of the Deputy Utilities Manager Engineering or designee, maintains and updates the Department of Public Utilities' (DPU) Geographic Information System (GIS) that is the exclusive work system for all utilities geographic assets such as gas, water, sewer, non-potable water and electric utility system records, infrastructure characteristics, asset management and system mapping. Provides a wide range of technical support, problem resolution, application development and educational services to users on both hardware and software issues. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Geographic Information Systems, Computer Science, Information Technology, Engineering, or related field, or equivalent combination of education and/or related work experience. • Three years of experience in ESRI Geographic Information Systems analysis, system implementation, troubleshooting and customer support.

#	Survey Job Title	Description of Work
64	Golf Course Maintenance Superintendent	<p>Summary: Under limited supervision of the Recreation Program Manager, oversees the planning, scheduling, and direction of golf course turf, maintenance, irrigation, and vehicle and equipment maintenance. Supervises a team of field maintenance staff. Participates in seasonal activities at the ice rink. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Agronomy or related turf grass management field, or equivalent combination of education and related work experience. • Three years' golf course maintenance, such as equipment operation and maintenance, irrigation and pump systems, and turf and soil management experience. • Two years of supervisory experience across all years of experience.
65	Head Golf Professional	<p>Summary: Under limited supervision of the Recreation Program Manager, oversees and manages the pro shop and golf operations. Coordinates and oversees excellent programming, tournaments, and instruction to visitors and local golfers. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business Administration, Golf Course Management, Professional Golf Management or a related field, or equivalent combination of education and related work experience. • Five years' facility management experience, such as customer service, cash management, and inventory management. • One year of supervisory experience across all years of job related experience. • Must be a PGA member in good standing.
66	Housing & Special Projects Manager	<p>Summary: Under general supervision of the Community Development Director, develops and implements programs and projects to maintain and increase affordable housing opportunities in Los Alamos County and other special projects as assigned. Maintains confidentiality of privileged information.</p> <p>Minimum Requirements:</p> <ul style="list-style-type: none"> • Master's Degree from an accredited college or university in Planning, Real Estate or related field or equivalent combination of education and related work experience. • Five years' experience in diverse kinds of housing programs. • One year supervisory experience across all years of job related experience.

#	Survey Job Title	Description of Work
67	Human Resources Manager (Director)	<p>Summary: Under direct supervision of the County Manager or designee, accomplishes the Human Resources Division's objectives by planning, organizing, and supervising all assigned functions required to operate and maintain divisional activities and services. Develops and implements strategic plans for the Human Resources programs to align with the County mission, goals and objectives. Ensures recruitment and employment; compensation and benefits; automated and manual record-keeping systems; management education; training and development; employee relations; risk and safety; labor relations, policy formulation and implementation; and performance development and evaluation programs are maintained in accordance with established laws, regulations, policies, and procedures. Serves as or appoints staff liaisons to the Personnel Board and the Labor Management Relations Board. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public or Business Administration, Human Resources or related field, or equivalent combination of education and related work experience. • Eight years of experience in human resource administration. • Four years of management and supervisory experience across all years of job related experience.
68	Human Resources Technician	<p>Summary: Under general supervision of the Human Resources Manager or designee, has primary specialized operational responsibilities for a human resources program, such as recruitment, Enterprise Resource Planning (ERP) Systems, compensation, benefits, and training and development. Provides routine advice, assistance, and follow-up to departments, employees, and/or members of the general public in the application of specified policies, procedures, and documentation. Coordinates the resolution and/or referral of specific policy-related and procedural problems and inquiries. Develops, expedites, and maintains files, records, and other documents. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years' human resources experience.

#	Survey Job Title	Description of Work
69	IT Program Manager	<p>Summary: Under general supervision of the Chief Information Officer, plans, organizes, and directs the delivery of information technology application and/or infrastructure programs. Supervises technical staff. Provides technical leadership and participates in strategic and operational planning. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, Library Science or related field, or equivalent combination of education and related work experience. • Five years' experience in information technology to include experience with project management. • Three years in a supervisory capacity across all years of experience.
70	Laborer	<p>Summary: Under direct supervision, performs semi-skilled and unskilled work in support of maintenance and construction projects for various county departments.</p> <p>Minimum Qualifications: • Must be 18 years of age.</p>
71	Legal Assistant	<p>Summary: Under general supervision of the County Attorney, performs the functions of a Legal Assistant and independently manages the administrative procedures and processes of the Attorney's office. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of general administrative experience or two years of experience as a legal secretary, legal assistant, or paralegal.

#	Survey Job Title	Description of Work
72	Librarian	<p>Summary: Under general supervision of the Library Manager or Assistant Library Manager, oversees the operations of one or more specialty library services, and performs a range of complex and specialized library tasks requiring a high level of professional expertise and customer service skills. Provides guidance, leadership, and coordination to library services staff in areas such as circulation, reference, web and electronic services, youth services, systems administration, and materials cataloging, acquisition and processing, community engagement and program development. Participates in the development of operating policies and procedures, systems to maintain records, and quality standards. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Library, Library and Information Science, Humanities or a related field. • Four years' library experience.
73	Library Specialist	<p>Summary: Under general supervision of the Sr. Librarian, Librarian or designee, performs acquisitions, cataloging, bibliographic maintenance, sorting and delivering of materials, data entry and public service required to provide the public with orderly and helpful access to library materials. Provides classification/copy and original cataloguing of a variety of library materials. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Library Science, Library and Information Science, Humanities or related field, or equivalent combination of education and related work experience. • Two years of library-related experience.

#	Survey Job Title	Description of Work
74	Library Technician	<p>Summary: Under direct supervision of the Sr. Librarian, Librarian or Designee, performs all basic library tasks including providing customer service throughout the library at multiple service points, assisting patrons in a courteous and friendly manner in using the library and in finding the information they need, and performing a variety of library support tasks that may include receiving and copy-cataloging materials, checking in and out materials, registering patrons for library cards, etc. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One year of library-related experience.
75	Lifeguard	<p>Summary: Under general supervision of the Aquatic Coordinator or Lifeguard Supervisor, ensures the safety of patrons of an aquatic facility by preventing and responding to emergencies and/or provides instruction in aquatic programs.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED (exception for full time high school students). • Must possess current American Red Cross Lifeguard Certification or equivalent.
76	Lineman Supervisor	<p>Summary: Under general supervision of the Deputy Utility Manager–Electric Distribution, supervises the operational field work of the electric distribution line crew engaged in construction, maintenance and repair of electrical distribution power lines and related facilities including substations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • High School Diploma or GED. • Three years of experience working on energized power lines with electrical construction, repair or Maintenance. • Three years of experience working on power lines at an electrical utility or Co-op. • Two years in a lead or supervisory capacity across all years of job-related experience. • Must possess and maintain journeyman lineman distribution systems, EL-1J license.</p>

#	Survey Job Title	Description of Work
77	Management Analyst	<p>Summary: Under general supervision of the Department/Division Head or designee, conducts projects to research and analyze county policies and practices; evaluates compliance with applicable laws and regulations, studies management methods, assists in the implementation of new programs/systems; manages grants/contracts. Assignments may involve administrative, operational and organizational development activities. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited university in Business Administration, Finance, Public Administration, English or related field, or equivalent combination of education and related work experience. • Two years' experience in management analysis, budget preparation and analysis, public administration, data processing, finance/accounting, economics or related field.
78	Office Manager	<p>Summary: Under general supervision of the Department Head, Elected Official or designee, plans and oversees all fiscal/administrative support, human resources management, and office services for a central office activity consisting of two or more regular administrative staff, directly supporting one or more organizational programs, divisions or a department. Duties include staffing, budgeting, administrative support, purchasing, mail, bookkeeping, equipment maintenance, facilities, and/or other related functions. Directly participates in departmental administrative decision making; establishes, implements, and enforces office policies and procedures, and sets workflow priorities and standards. In addition, may provide direct, high-level administrative assistance to the Department Head. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates Degree from an accredited college or university in Public Administration, Business Management or related field or equivalent combination of education and related work experience. • Five years' experience in advanced office management and administrative support. • Two years of supervisory or lead experience across all years of job related experience.
79	Parks Maintenance Construction Specialist 2	<p>Summary: Under general supervision of the Assistant Parks Superintendent, performs grounds and facility maintenance for parks, grounds, ball fields and rights-of-way. Operates truck and/or powered grounds equipment. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One year of experience in programs or projects involving lawn/parks maintenance/installation, vehicle operations and general construction work. • Additional two years' experience in projects involved with facilities/park maintenance, backhoe/truck operations and general construction involving concrete and carpentry work.

#	Survey Job Title	Description of Work
80	Parks Superintendent	<p>Summary: Under limited supervision of the Community Services Director or designee, manages, directs, and monitors the development and maintenance activities, renovations or construction of all county parks, play lots, open spaces, athletic fields, tennis courts, cemetery, stables area, rodeo arena and dressage area, and other parks, facilities and public grounds. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications: • Bachelor's Degree from an accredited college or university in Landscape Architecture, Park Resource Management, Agricultural Sciences or related field, or equivalent combination of education and related work experience. • Four years' experience in public parks and/or private sector grounds maintenance. • Two years' supervisory and/or management experience across all years of job related experience.</p>
81	Parks, Recreation & Open Space Manager	<p>Summary: Under limited supervision of the Community Services Director, provides direction and operational management of the parks and recreation system, to include planning and organizing workflow, initiating and implementing operating policies and procedures, personnel and budget management, project planning, scheduling and management, and record maintenance. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Recreation, Landscape Architecture, Horticulture, Park Planning and Design, Public or Business Administration or related field, or equivalent combination of education and related work experience. • Eight years' experience in management of recreational facilities and programs or public parks or private sector grounds maintenance or any combination. • Four years' supervisory experience across all years of job related experience.
82	Payroll Specialist	<p>Summary: Under general supervision of the Accounting Operations Manager or designee, coordinates all aspects of the county's payroll functions. Performs a variety of complex, analytical and technical duties in support of error-free time records, payroll processing, and general ledger posting. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Accounting, Business Administration, Finance or related field, or equivalent combination of education and related work experience. • Four years of payroll administration, bookkeeping, accounts payable or finance to including general ledger accounting and payroll processing.

#	Survey Job Title	Description of Work
83	Permit Technician	<p>Summary: Under general supervision of the Department Director or designee, oversees and administers the building permit process for the county. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of administrative, engineering or planning experience in an engineering, building or permitting office or equivalent years of front line customer service in a regulatory, advisory or enforcement type setting.
84	Planning Manager	<p>Summary: Under general supervision of the Community Development Director or designee, manage the functions of the Planning Division, providing a wide range of planning services and supervision, including administrative, current planning and advanced planning activities; perform technical long range and current planning work and other duties as required.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Master's Degree from an accredited college or university in Urban Planning, Public Administration or closely related field, or equivalent combination of education and related work experience. • Five years of increasingly professional planning experience with two (2) years of experience in a management or supervisory role.
85	Police Chief	<p>Summary: Under general supervision of the County Manager, establishes the mission, policies and organization of the Police Department. Plans, directs and administers staff and operations, manages the law enforcement, detention, dispatch and animal control functions, coordinates programs with other agencies and the public to ensure the safety of life and property of the residents and visitors of Los Alamos County. Serves as a member of the Senior Management Team. Maintains confidentiality of all privileged information. The Police Chief serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university. • Ten years' experience in law enforcement, including five years of command level supervisory experience (Lieutenant or above, or a position of equal responsibility).

#	Survey Job Title	Description of Work
86	Police Commander	<p>Summary: Under general supervision of the Police Chief or designee, organizes and directs operations of the Operations or Staff Services Bureaus, as assigned. Directs staff and operations through subordinate managers and supervisors, develops and implements policies, participates in strategic planning, initiates and maintains liaison with other law enforcement agencies, and assures that the department is compliant with local, state, and federal laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university with three years' experience as an LAPD Police Sergeant demonstrating increasing levels of responsibility, or an Associate's Degree from an accredited college or university with five or more years' experience at the LAPD Sergeant level or higher. External candidates must have an Associate's Degree with seven years' experience as a certified law enforcement officer with at least three years at Sergeant level or higher.
87	Power System Operator	<p>Summary: Under general supervision of the Power System Supervisor, schedules real time energy from various power pool resources, considering load demands, in the most economic and efficient manner while adhering to operating system constraints and industry or regulatory guidelines. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years of work experience. • One year of experience operating a power system. • Must possess and maintain NERC Reliability Certification.

#	Survey Job Title	Description of Work
88	Probation Officer	<p>Summary: Under general supervision of the Court Administrator, is responsible for administering court ordered programs, including pre-sentence monitoring, probation program and additional case management duties as required for clients charged and/or convicted of a criminal offense on behalf of the Courts. Perform a variety of routine duties such as respond to law enforcement incidents involving persons on probation or pre-sentence supervision, community resource management and referral, courtroom testimony, report writing and investigations, as well as advocating for offender services. Oversees pre-sentence clients, probationers, investigates probation violations, develops, identifies, and utilizes treatment services for the assigned courts. Prepares and presents pre-sentence and other reports to the Courts, and monitors compliance with drug testing, electronic monitoring and related programs. Makes recommendations to Municipal, Magistrate and District Court on the needs of probationers or pre-sentence clients. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Sociology, Psychology, Criminology or related field, or equivalent combination of education and related work experience. • Two years of experience in corrections, parole or probation, social services or related field.
89	Projects Manager	<p>Summary: Under direct supervision of the Department Director or designee and under the responsible charge of a licensed professional engineer, performs work involved in the procurement, planning, design, construction, inspection, operation and maintenance of county infrastructure and systems, and serves as project manager during all phases of a project. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Engineering or related field or equivalent combination of education and related work experience. • Three years of experience in a related engineering function or project management. • Must possess or have ability to obtain within first sixty days of employment and must maintain a valid New Mexico Class D driver's license. • Successful completion of the pre-employment physical exam prior to commencing work.

#	Survey Job Title	Description of Work
90	Public Service Aide	<p>Summary: Under general supervision of the Public Service Aide Supervisor or designee, handles animals for the purpose of investigations of mistreatment, or control of abandoned, dangerous, or unattended animals. Assists in the operations and maintenance of county animal shelter. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED.
91	Public Works Director	<p>Summary: Under limited supervision of the Deputy County Manager, plans, organizes and directs the various division staff and operations of the Public Works Department. Provides expert professional assistance and policy guidance to county management. Fosters cooperative relationships with citizens and civic groups on public works matters. Maintains confidentiality of all privileged information. The Public Works Director serves at the pleasure of the County Manager.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Engineering, Architecture or related field. • Eight years of experience in public works or civil engineering, or other related engineering field. • Four years of management and supervisory experience across all years of job related experience.
92	Records and Information Management Specialist	<p>Summary: Under general supervision of the RIM Program Manager, Chief Information Officer or designee, provides administrative and technical support for the development, implementation and maintenance of a comprehensive records information management program that encompasses an enterprise information governance program. Assignments may involve operational and organizational development activities. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School or GED. • Two years' experience in records and information management and information governance.

#	Survey Job Title	Description of Work
93	Records and Information Management Program Manager	<p>Summary: Under general supervision of the Chief Information Officer, responsible for the design, creation, implementation and management of an enterprise-wide records and information management (RIM) program, including but not limited to writing all policies and procedures and training end users. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Library Sciences, Business Administration, Computer Science or other related field, or equivalent combination of education and related work experience. • Five years' experience working with physical and electronic organization-wide record systems.
94	Records Specialist	<p>Summary: Under general supervision of the Office Manager, performs a variety of administrative and operational support duties for the Police Department. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One year administrative or secretarial experience.
95	Recreation Leader	<p>Summary: Under direct supervision of the designated supervisor, schedules and conducts day-to-day recreation activities and special events, programs, and assures the safety of participants. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • High School Diploma or GED. • Six months' experience in recreation programs, customer service or youth leadership.</p>

#	Survey Job Title	Description of Work
96	Recreation Program Manager	<p>Summary: Under limited supervision of the Community Services Director or designee, oversees the operational planning, establishment, execution, and evaluation of a multifaceted program/facility. Oversees fiscal, operational, administrative, and human resources management of the program/facility. Provides day-to-day leadership to employees. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Recreation, Golf Course Management, Public or Business Administration or related field, or equivalent combination of education and related work experience. • Five years of recreational related management experience. • Three years of supervisory experience across all years of job related experience. If managing aquatics, the supervisory experience must be in aquatic facility management capacity.
97	Recreation Specialist	<p>Summary: Under general supervision of the Recreation Programs Manager, plans, schedules and implements a closely associated set of program initiatives and activities. Participates in the design and development of program and division marketing operations, operating goals, objectives, and protocols. Serves as primary point of both internal and external representation and liaison with respect to program implementation and operational matters, and provides technical/professional and programmatic guidance, consultation, and support. Working with the Community Services Department Director or designee, generates public information for the department, assists in the development, production and distribution of information for cooperative activities involving the division, department, the county, related community services providers, and the community as a whole. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Recreation, Marketing, Business Management, Public Administration, Leisure Services or related field, or equivalent combination of education and related work experience. • Two years' experience developing, promoting, and/or implementing successful special events. • Two years supervisory experience across all years of job-related experience.

#	Survey Job Title	Description of Work
98	Recreational Customer Service Associate	<p>Summary: Under general supervision of the Recreation Program Manager or designee, provides a range of routine customer service and support to patrons. Implements stock control and security procedures, performs routine cash and/or administrative customer transactions, and maintains appropriate records. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED • One year of customer service experience involving cash handling and reconciliation.
99	Safety Coordinator (Manager)	<p>Summary: Under general supervision of the Risk Manager, is responsible for researching, developing, analyzing, and evaluating safety needs respective to safe and healthy workplace practices while maintaining alignment with established OSHA and Los Alamos County safety rules and regulations. Responsible for developing, implementing, training, coordinating and enforcing a formal written Safety/Training Program for the county. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public Administration, Business Administration, Risk Management, Engineering or related field, or equivalent combination of education and related work experience. • Three years of experience in Environmental Health and Safety and Loss Control.
100	Scale Operator	<p>Summary: Under general supervision of the Environmental Services Manager or designee, is responsible for all scale operations of the solid waste transfer station, assuring compliance and effective customer service. Performs a variety of related operational and administrative duties. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • High School Diploma or GED. • Four years' experience in waste collection, administration, customer service or cashiering.</p>

#	Survey Job Title	Description of Work
101	Senior Office Specialist	<p>Summary: Under general supervision of the Department Head, Elected Office or designee, performs a variety of administrative and staff support duties for a specified division, which requires a wide scope of skills and knowledge of organizational policies and procedures. Assists and directs visitors, and resolves administrative problems and inquiries; composes, edits, and proofreads correspondence and reports, and prepares a range of administrative documents. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years' secretarial, business or administrative experience such as preparing correspondence, reports, presentations, agendas, scheduling and calendaring, coordinating travel arrangements, customer service and maintaining departmental records. • Additional four years' secretarial, business or administrative experience, such as preparing correspondence, reports, presentations, agendas, scheduling and calendaring, coordinating travel arrangements, customer service and maintaining departmental records.
102	Sign/Marking Tech 1	<p>Summary: Under direct supervision of the Traffic Manager, fabricates, installs, inspects and repairs traffic control signs and markings.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • One-year experience in painting, signs or construction.
103	Street Maintenance Superintendent	<p>Summary: Under limited supervision of the Traffic and Streets Manager, supervises, plans, organizes, monitors, coordinates, and maintains the county's street system including sidewalks, curbs, gutters, guard rails, storm water drainage systems, potholes and roadway patching, fog sealing, street sweeping, right of way maintenance, and snow and ice control in accordance with industry standards and in compliance with appropriate local, state, and federal rules, regulations, and policies. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates Degree from and accredited college or university or equivalent combination of education and related work experience. • Five years of experience in street, concrete, asphalt, or pavement maintenance or construction. • Three years of supervisory experience across all years of job-related experience.

#	Survey Job Title	Description of Work
104	Student	<p>Summary: Under close supervision, provides assistance for a program, event, project or assists with administrative and operational duties during seasonal short-term and intermittent workload division or department needs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • Must be sixteen years of age or older within two weeks of the closing date of the posting and an active high school or college student. • If age eighteen or older and working in recreation, must possess, or have ability to obtain within thirty days of employment, and maintain Community First Aid, CPR, and AED certifications.</p>
105	Supervisory Control and Data Acquisition System Specialist	<p>Summary: Under direct supervision of the Deputy Utility Manager-Engineering or designee, maintains the water, gas, wastewater and electric Supervisory Control and Data Acquisition (SCADA) Systems and related hardware, communications equipment, instrumentation and controls. Subject matter expert on proprietary SCADA operating system programming and information technology sub-systems. Maintains confidentiality of privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's degree from an accredited college or university in Electrical Engineering or Computer Engineering or related field, or equivalent combination of education and related work experience. • Five years' experience with SCADA systems, instrumentation and controls or network administration.
106	Supply Specialist	<p>Summary: Under general supervision of the Chief Purchasing Officer or designee, performs all County inventory and material control functions, including validating, receipt processing, reconciliation, replenishment, material handling, and data entry into the County's and Los Alamos Public Schools reporting systems. Monitors the application and ensures adherence of all relevant County policies, procedures and requirements. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Two years' supply management or related business experience.

#	Survey Job Title	Description of Work
107	Systems Administrator	<p>Summary: Under general supervision of the Chief Information Officer, ensures data center and directory services performance and stability including performance of servers and back office applications analysis and design to produce a variety of innovative solutions to complex problems. Develops the definitions, specifications, designs and deployments of solutions that meet business requirements for availability, reliability, scalability, performance, security and cost and that best leverages and integrates with the existing and planned IT infrastructure. Plans for system utilization; coordinates and performs growth analysis and capacity planning. Performs installation, maintenance, and training; provides user support; plans and coordinates projects to meet future needs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, or related field, or equivalent combination of education and related work experience. • Two years of experience in enterprise systems or network administration (specifically Microsoft or Cisco).
108	Technical Support Specialist	<p>Summary: Under general supervision of the Chief Information Officer or designee, provides technical support to users by installing, upgrading, troubleshooting, and maintaining end user desktop hardware and software. Sets up user profiles and provides basic training to new users. Creates and maintains technical documentation related to end user hardware and software. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associates Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, Library Information Systems or related field, or equivalent combination of education and related work experience. • Two years of experience in desktop hardware and software support, which includes support of remote locations.
109	Telecomm Network Specialist	<p>Summary: Under general supervision of the Chief Information Officer or designee, develops the requirement definitions, specifications and designs of the layer one technical components of network systems inclusive of fiber and copper-based cabling. Deploys solutions that meet business requirements for planned physical IT infrastructure. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • Associates Degree from an accredited college or university in Computer Science, Information Technology, Management Information Systems, or related field, or equivalent combination of education and related work experience. • Three years' experience in network cable infrastructure installation, two of which must include experience in design and implementation of enterprise layer one networking projects.</p>

#	Survey Job Title	Description of Work
110	Traffic & Streets Manager/Traffic Engineer	<p>Summary: Under limited supervision of the Public Works Director, provides direction and operational management of the traffic and streets division, to include planning and organizing workflow, initiating and implementing operating policies and procedures, personnel and budget management, and record maintenance. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Public Administration, Business Management, Transportation Planning, Engineering, or related field; or equivalent combination of education and related work experience. • Eight years of experience in transportation management, transportation planning, transportation field operations, traffic engineering, traffic operations, or street maintenance. • Three years of management and supervisory experience across all years of job related experience.
111	Traffic Electrician 2	<p>Summary: Under direct supervision of the Traffic Manager, installs, inspects, maintains, and repairs traffic signals, school and emergency flashers, roadway lighting, pedestrian lighting and airport lighting. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Three years' experience in electrical maintenance activity. • Additional one year of experience working with electrical maintenance activity. • Must possess and maintain journeyman electrical license.
112	Transit Customer Service Representative/Dispatcher 1	<p>Summary: Under direct supervision of the Transit Supervisor, responds to calls for service, identifies and dispatches appropriate units, gathers and relays pertinent information, documents calls and responses, coordinates both scheduled and on-demand operations, implements and adjusts the daily schedule, and complies with policies and procedures to assure the coordination of personnel and units with corresponding public needs and directs and coordinates real time transit operations and emergencies. Provides safe, courteous, and on-time transportation to the general public in a variety of mass transit vehicles. Provides a range of customer service and support to customers and community members for Atomic City Transit. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • One-year customer service, administrative support, or dispatch experience.

#	Survey Job Title	Description of Work
113	Transit Manager	<p>Summary: Under limited supervision of the Public Works Director or designee, manages, administers, and coordinates the daily operations of the Transit Division in accordance with associated federal, state, and local regulations and the county's established goals and policies. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree from an accredited college or university in Business Management, Public Administration, Civil Engineering, Urban Planning, or related field, or equivalent combination of education and related work experience. • Six years of experience in operational and administrative functions of a transit system. • Three years of management and/or supervisory experience across all years of job related experience.
114	Transit Operator I	<p>Summary: Under direct supervision of the Transit Supervisor, provides safe, courteous, and on-time transportation to the general public in a variety of mass transit vehicles and services. Provides a range of customer service and support to customers and community members for Atomic City Transit. Maintains confidentiality of all privileged information..</p> <p>Minimum Qualifications:• High School Diploma or GED.</p>
115	Victim Assistant (other similar title may be Victim Advocate)	<p>Summary: Under general supervision of the Office Manager or designee, this position provides follow-up to victims of domestic violence, sexual assault, stalking, dating violence, harassment and related issues. Contacts and provides services to crime victims; identifies and engages qualified volunteers; provides on-scene assistance at officer request; and may facilitate training and educational opportunities. Collaborates with Los Alamos Domestic Violence Task Force, service and Tribal agencies and other resources, and assists with protection orders and general victim needs. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • An Associate's degree in Criminal Justice, Social Work or other closely related field or equivalent combination of education and related work experience. • One year of combined experience working directly with crime victims, advocacy services, social work, behavioral health services and/or case management.

#	Survey Job Title	Description of Work
116	Visual Information Specialist (other similar titles may be Graphic Artist, Graphic Designer, or Communications Specialist)	<p>Summary: Under general supervision of the Communications and Public Relations Administrator, designs electronic, print, photo and video materials, formats, exhibit elements, and/or illustrations for a variety of publications, displays, public service announcements and other media, as appropriate. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Associate's Degree from an accredited college or university in Marketing, Public Relations, Graphic Design, Communication or related field, or equivalent combination of education and work related experience. • Three years of experience in public relations, communications, graphics design, marketing or related field.
117	Wastewater Treatment Plant Superintendent	<p>Summary: Plans, coordinates and supervises staff and the operations, repair and maintenance of the county's wastewater treatment and wastewater sludge composting facilities. Oversees the operation of the wastewater laboratory. Assures compliance with all applicable laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • High School Diploma or GED. • Five years' experience in wastewater treatment plant operations, including experience in sludge composting and wastewater laboratory operations. • Two years in a supervisory or crew leader capacity across all years of job-related experience.
118	Water Systems Supervisor	<p>Summary: Under general supervision of the Water Systems Superintendent, plans, coordinates and supervises staff and the operations, repair and maintenance of the county's potable water production and non-potable water system's facilities. Oversees the operation and maintenance of all water systems' storage facilities, well and booster stations, pressure reducing stations, pipelines and metering facilities. Assures compliance with all applicable laws and regulations. Maintains confidentiality of all privileged information.</p> <p>Minimum Qualifications: • High School Diploma or GED. • Five years' experience in water system plant operations, including experience in water quality sampling and reporting. • Two years in a supervisory or crew leader capacity across all years of job related experience.</p>

Appendix B – Detailed Market Data
