

Shift Differential and Hourly Salary Plan/Grade Codes

Effective August 26, 2007

To determine the shift differential premium for an **appointed** position, look up the salary plan/grade in the left column, and find the shift amount in the right column.

To determine the appropriate shift differential amount for an **hourly** position, review the position in question and estimate the salary plan/grade as if it were an appointed position. The eligible HRMS hourly salary plan/grade are hourly staff (**HR**), PERF hourly (**HP**), hourly student (**HS**), overtime only hourly (**HO**) and work study (**WSU**). Refer to the appropriate biweekly salary plan/grade code in the left column.

For example, you have an hourly position performing functions equivalent to a CL04 Secretary position then you would use the shift amount for CL04. Looking in the left column, CL04 fits in the category in the first row. Therefore, the hourly “secretary” would receive 75 cents per hour premium for the shift-eligible hours worked.

| <u>Salary Plan/Grade Code</u> | <u>Shift Amount</u> | <u>Hourly Plan Grade Code</u> | <u>Payroll Earn Code</u> | <u>WS Earn Code</u> |
|-------------------------------|---------------------|-------------------------------|--------------------------|---------------------|
| CL02-CL08 | .75 | CL1 | SRD | SDW |
| TE01-TE05 | .75 | TE1 | SRD | SDW |
| TE06-TE09 | 1.25 | TE2 | SRF | SFW |
| RS05 | .75 | RS1 | SRD | SDW |
| RS06-RS07 | 1.25 | RS2 | SRF | SFW |
| PA09-PA24 | N/A | PA1 | N/A | N/A |
| PN03 | 1.25 | PN1 | SRF | |
| NU11 | N/A | NU1 | N/A | N/A |
| NU11 | evenings | NU2 | SRI | |
| NU11 | nights | NU5 | SRK | |
| SM06-SM20 | .50 | SM1 | SRC | SCW |
| GS14-GS20 | .50 | SM1 | SRC | |

PA1 and NU1 hourly plan/grade codes designations are not eligible for shift differential.

Student Hourly (**HS**) and student work study (**WSU**) staff are eligible for shift differential.