



"Creating an excellent college experience"

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Section: Human Resources	
Subject: Pay Scale for Hourly – Non-Benefited Employees	

Pay Scale for Hourly – Non-Benefited Employees:

The Dining Service Pay Scale is to be used as a guideline when hiring new employees and giving raises to current employees. EPAF's which follow this scale will automatically be approved. There may be valid times that pay may need to be outside of these ranges. These situations will need to have prior approval from the Executive Director of Dining Services or the EPAF will be rejected.

Procedure:

When submitting an EPAF include in the comment section the category the employee is being paid out of and the wage they are being paid. For example "Food Service Worker – Mid Range - \$7.80"

In most cases, raises will NOT be approved if the employee has not had PREDICT Training within one year. Dates of training is tracked centrally. As part of the EPAF for a raise, include the date when the employee last had the training.

If the operation is not currently within budget on labor, raises will NOT be approved unless discussed in advance with the Executive Director of Dining Services.

Food Service Worker

\$7.25-\$7.75 Starting Wage
\$7.75-\$8.25 Mid Range (applies to "certifications")
\$8.25-\$8.75 Top Range (applies to "certifications")

Shift Lead

\$8.25-\$8.50 Entry Level
\$8.50-\$9.50 Top Range

Supervisor

\$9.00-\$10.00 Entry level supervisor
\$10.00-\$15.00 Top Range (Extra Duties and Certifications)

Cooks/Bakers

\$7.25-\$10.00 Starting Wage
\$10.00-\$15.00 Top Range

Tipped Servers

\$5.00-\$7.00 Starting Wage (will tip out)

Skilled Positions (Office Workers. Graphic Design, Maintenance and Book Keeping)

\$7.25-\$10.00 Starting Wage

\$10.00-\$15.00 Top Range