

Reclamation Manual

Directives and Standards

Wage Survey Collection Form



— BUREAU OF —
RECLAMATION

Wage Survey

The Bureau of Reclamation (Reclamation) is required by 5 CFR § 532.285 to establish and issue special wage schedules for wage supervisors of negotiated rate wage employees in Reclamation. These schedules shall be based on annual special wage surveys conducted by Reclamation in each special wage area. Survey jobs representing Reclamation positions will be matched to private industry jobs in each special wage area. Special schedule rates for each position will be based on prevailing rates for that particular job in private industry. To accomplish our annual special wage survey, we are kindly requesting position data from your company.

Reclamation Position: _____

Wage Area* _____

Please review the attached position description to determine if you have a comparable position within your company.

Do you have a comparable position? Yes No

Title of position: _____
(Please provide a position description, if available.)

Organizational placement: _____
(Please provide organizational chart, if available.)

Total number of incumbents in position who are physically located in the Wage Area*: _____

What is the current hourly rate of pay? _____
(Please provide any applicable salary tables, if available.)

Date of last increase: _____ Percent of last increase: _____

If the incumbents are set at different salaries, please provide how many individuals are at each rate:

Salary: _____	# of incumbents: _____	Salary: _____	# of incumbents: _____
Salary: _____	# of incumbents: _____	Salary: _____	# of incumbents: _____
Salary: _____	# of incumbents: _____	Salary: _____	# of incumbents: _____

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Does this position supervise other employees? Yes No

How many other employees? _____

What trades does this position supervise (e.g., electricians, mechanics)?

Is this position Exempt or Nonexempt (FLSA)? Yes No

Does the incumbent earn overtime? Yes No

Is this position subject to any bonuses? Yes No

If so, are the bonuses paid one time or is the hourly rate adjusted?

Please list all other fringe benefits this position receives:

Is this position covered by a labor agreement? Yes No
(If so, please provide a copy of the agreement)

Other Information: