

Department of Administration Incoming Employee Movement FY 2007

Department	Total Positions	Hire Rate	Appoint - ment New Employee	Appoint - ment Rehire	Promotion from Outside Dept	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Appoint - ments	Transfer from Another Dept or Branch
Administration	1066	33%	10%	6%	4%	9%	2%	4%	2%	1%

Occ Group	Occupational Group Title	Total Positions	Hire Rate	Appoint - ment New Employee	Appoint - ment Rehire	Promotion from Outside Dept	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Appoint - ments	Transfer from Another Dept or Branch
²	Exempt²	27	19%	4%	7%	7%					
PA	Executives and Senior Administrators	13	38%			23%	8%			8%	
PB	Administrative and Office Support	565	36%	7%	6%	4%	12%	3%	5%	1%	2%
PC	Business Development and Regulation	4									
PD	Government Management and Infrastructure	6	17%	17%							
PE	Education, Information, Libraries, and Museums	5	20%			20%					
PF	Social, Benefit, and Employment Services	20	10%	10%							
PH	Biological Sciences	1									
PI	Legal, Judicial, and Related	371	34%	13%	6%	3%	7%	1%	4%	2%	1%
PK	Physical Sciences and Engineering	9	56%	33%	22%						
PL	Craftwork and Labor	45	24%	18%	4%		2%				

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Occ Group ²	Job Family	Job Family Title	Total Positions	Hire Rate	Appoint - ment New Employee	Appoint - ment Rehire	Promotion from Outside Dept	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Appoint - ments	Transfer from Another Dept or Branch
		Exempt²	27	19%	4%	7%	7%					
PA	PA01B	Executives and Senior Administrators	13	38%			23%	8%			8%	
PB	PB01A	General Administration	55	69%	29%	18%	2%	13%	2%	15%	2%	4%
PB	PB01B	General Administration	13	23%				15%	8%	8%		
PB	PB02A	Accounting and Fiscal	41	24%	2%	5%	2%	7%	2%	2%	2%	2%
PB	PB02B	Accounting and Fiscal	46	17%	4%	2%	7%	2%		4%	2%	
PB	PB03A	Personnel and Employee Relations	132	64%	9%	13%	4%	26%	8%	5%	2%	3%
PB	PB03B	Personnel and Employee Relations	107	16%	1%	2%	3%	7%	2%	6%	1%	
PB	PB04A	Information Technology	20	10%		5%		5%		10%		
PB	PB04B	Information Technology	111	32%	7%	3%	10%	7%	1%		1%	3%
PB	PB05A	Statistics and Research Analysis	2									
PB	PB06A	Supply	3									
PB	PB06B	Supply	24	17%	8%			4%				4%
PB	PB06C	Supply	5									
PB	PB99B	Administrative classes not otherwise described	6									
PC	PC02A	Business Regulation and Compliance	2									
PC	PC05B	Revenue and Audit	2									
PD	PD01B	Government Management and Operations	3									
PD	PD03B	Development and Infrastructure Planning	1									
PD	PD09B	Property Management	2	50%	50%							
PE	PE02B	Teaching and Instruction	1									
PE	PE06A	Arts, Photography, and Information	2	50%			50%					
PE	PE06B	Arts, Photography, and Information	2									
PF	PF01B	Public Programs	1									
PF	PF02B	Social Work	3									
PF	PF03A	Special Social Service	1									
PF	PF03B	Special Social Service	14	14%	14%							
PF	PF05B	Labor and Employment Services	1									
PH	PH03A	Natural Resources and Forestry	1									

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PI	PI01A	Legal Support and Related	61	34%	10%	3%	7%	11%		7%	2%	2%
PI	PI02B	Attorneys	159	37%	13%	9%	4%	6%	1%	4%	3%	1%
PI	PI03B	Judges and Adjudicators	11	18%	9%							9%
PI	PI04B	Evidence Investigation	14	14%		7%						7%
PI	PI05A	Legal Document Processing	114	35%	18%	4%		8%	2%	4%	3%	
PI	PI05B	Legal Document Processing	12	8%				8%				
PK	PK03B	Engineering, Unlicensed	6	67%	50%	17%						
PK	PK04B	Engineering, Licensed	3	33%		33%						
PL	PL04C	Building and Facility Maintenance	30	30%	23%	3%		3%				
PL	PL08B	Office Equipment Operation	1									
PL	PL08C	Office Equipment Operation	14	14%	7%	7%						

Occ Group	Job Family	Job Class	Job Class Description	Total Positions	Hire Rate	Appoint - ment New Employee	Appoint - ment Rehire	Promotion from Outside Dept	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Appoint - ments	Transfer from Another Dept or Branch
²		X0003	COMMISSIONER	1	100%			100%					
²		X0292	PETROLEUM GEOLOGIST ASST	1									
²		X0321	COMMISSIONER,OIL AND GAS COMM	3									
²		X0332	SENIOR PETROLEUM GEOLOGIST	2									
²		X0334	SENIOR PETROLEUM ENGINEER	3									
²		X0336	PETROLEUM INSPECTOR	6	17%	17%							
²		X0527	PETROLEUM GEOLOGIST I	0	³				³				
²		X0866	PROJECT COORDINATOR	1									
²		X1245	RESERVOIR ENGINEER	1									
²		X1282	ANALYST/PROGRAMMER III	1									
²		X1283	ANALYST/PROGRAMMER IV	1									
²		X1519	APOC BOARD MEMBER	5	40%		40%						
²		X1552	SENIOR RESERVOIR ENGINEER	1									
²		X1917	SPECIAL ASSISTANT TO COMMI	1									

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PA	PA01B	P1846	DIRECTOR, INFO TECHNOLOGY	1									
PA	PA01B	P1901	DIVISION DIRECTOR	7	43%			14%	14%			14%	
PA	PA01B	P1917	SPEC ASST TO THE COMM I	1									
PA	PA01B	P1918	SPEC ASST TO THE COMM II	1	100%			100%					
PA	PA01B	P1951	DEP COMMISSIONER	2	50%			50%					
PA	PA01B	P7160	PUBLIC DEFENDER	1									
PB	PB04B	K0003	INTERNET SPECIALIST I	3	67%	33%	33%						
PB	PB01A	K0017	ADMINISTRATIVE ASSISTANT I	1									
PB	PB01A	P1133	ADMINISTRATIVE CLERK I	6	33%	33%					17%		
PB	PB01A	P1134	ADMINISTRATIVE CLERK II	17	124%	65%	35%		12%	6%	29%	6%	
PB	PB01A	P1135	ADMINISTRATIVE CLERK III	21	52%	14%	14%		14%		10%		10%
PB	PB01A	P1151	SECRETARY	2	50%		50%						
PB	PB01A	P1156	EXEC SECRETARY III	1	200%			100%	100%				
PB	PB02A	P1202	ACCOUNTING CLERK I	2									
PB	PB02A	P1203	ACCOUNTING CLERK II	8	50%	13%				13%		13%	13%
PB	PB02B	P1205	ACCOUNTANT II	4	50%	25%		25%			25%		
PB	PB02B	P1206	ACCOUNTANT III	17	24%	6%	6%	6%			6%	6%	
PB	PB02B	P1207	ACCOUNTANT IV	14	14%			7%	7%				
PB	PB02B	P1208	ACCOUNTANT V	4									
PB	PB02A	P1210	ACCOUNTING TECH I	13	31%		8%	8%	15%		8%		
PB	PB02A	P1211	ACCOUNTING TECH II	12	8%				8%				
PB	PB02A	P1212	ACCOUNTING TECH III	6	17%		17%						
PB	PB02B	P1238	STATE ACCOUNTANT	1									
PB	PB02B	P1244	PAYROLL SPECIALIST I	2									
PB	PB02B	P1245	PAYROLL SPECIALIST II	2									
PB	PB02B	P1246	PAYROLL SPECIALIST III	1									
PB	PB02B	P1249	PAYROLL MANAGER	1									
PB	PB06A	P1310	SUPPLY TECHNICIAN I	2									
PB	PB06A	P1311	SUPPLY TECHNICIAN II	1									

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PB	PB06B	P1331	PROCUREMENT SPEC I	1									
PB	PB06B	P1332	PROCUREMENT SPEC II	3	33%								33%
PB	PB06B	P1333	PROCUREMENT SPEC III	1									
PB	PB06B	P1334	PROCUREMENT SPEC IV	2									
PB	PB06B	P1344	CONTRACTING OFFICER II	2	50%	50%							
PB	PB06B	P1345	CONTRACTING OFFICER III	12	17%	8%			8%				
PB	PB06B	P1346	CONTRACTING OFFICER IV	1									
PB	PB06B	P1347	CHIEF PROCUREMENT OFF	1									
PB	PB06B	P1348	*4	1									
PB	PB99B	P1350	STATE TRAVEL MANAGER	1									
PB	PB99B	P1351	STATE TRAVEL OFFICE ASSISTANT	1									
PB	PB03A	P1405	HUMAN RESOURCE ASSISTANT	15	107%	40%	20%		33%		7%	7%	7%
PB	PB03A	P1406	HUMAN RESOURCE TECHNICIAN I	13	69%	15%	8%		38%			8%	
PB	PB03A	P1407	HUMAN RESOURCE TECHNICIAN II	57	54%	2%	14%	9%	14%	14%	2%	2%	
PB	PB03A	P1408	HUMAN RESOURCE TECHNICIAN III	12	67%		8%		42%	17%			
PB	PB03B	P1410	HUMAN RESOURCE SPECIALIST I	30	23%		7%	3%	13%		7%		
PB	PB03B	P1411	HUMAN RESOURCE SPECIALIST II	24	8%	4%			4%				
PB	PB03B	P1412	HUMAN RESOURCE SPECIALIST III	3									
PB	PB03B	P1413	HUMAN RESOURCE SPECIALIST IV	5									
PB	PB03B	P1414	HUMAN RESOURCE MANAGER I	4									
PB	PB03B	P1415	HUMAN RESOURCE MANAGER II	1									
PB	PB03B	P1422	LABOR RELATIONS ANALYST II	3	33%					33%			
PB	PB03B	P1423	LABOR RELATIONS ANALYST III	3									
PB	PB03B	P1424	LABOR RELATIONS ANALYST IV	1									
PB	PB03B	P1431	LABOR RELATIONS MGR	1	100%			100%					
PB	PB03B	P1432	HR TECHNICAL SERVICES SUPV I	5	20%				20%				
PB	PB03B	P1433	HR TECHNICAL SERVICES SUPV II	1									
PB	PB03B	P1442	RETIREMENT & BENEFITS SPEC I	9	22%				11%		33%	11%	
PB	PB03A	P1443	RETIREMENT & BENEFITS TECH I	3	67%	33%			33%				
PB	PB03A	P1444	RETIREMENT & BENEFITS TECH II	20	55%	5%	15%		20%		15%		15%
PB	PB03A	P1445	RETIREMENT & BENEFITS TECH III	12	67%	8%	8%		50%		8%		
PB	PB03B	P1447	RETIREMENT BEN MANAGER	3	33%				33%				

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PB	PB03B	P1449	RETIREMENT BEN SPEC II	12	17%				8%	8%	8%		
PB	PB03B	P1450	RETIREMENT BEN SPEC III	2									
PB	PB04A	P1611	DATA PROCESSING TECH I	1	100%		100%						
PB	PB04A	P1612	DATA PROCESSING TECH II	14	7%				7%		14%		
PB	PB04A	P1613	DATA PROCESSING TECH III	4									
PB	PB04B	P1614	DATA PROCESSING PROD MGR	1	100%							100%	
PB	PB04B	P1621	ANALYST/PROGRAMMER I	2	100%	50%			50%				
PB	PB04B	P1622	ANALYST/PROGRAMMER II	2	150%	50%	50%						50%
PB	PB04B	P1623	ANALYST/PROGRAMMER III	7	29%								29%
PB	PB04B	P1624	ANALYST/PROGRAMMER IV	15	27%	13%	7%	7%					
PB	PB04B	P1625	ANALYST/PROGRAMMER V	12	17%			8%	8%				
PB	PB04A	P1632	MICRO/NETWORK TECH II	1									
PB	PB04B	P1633	MICRO/NETWORK SPEC I	8	25%			13%		13%			
PB	PB04B	P1634	MICRO/NETWORK SPEC II	6									
PB	PB04B	P1641	DATA PROCESSING MGR I	2	50%				50%				
PB	PB04B	P1642	DATA PROCESSING MGR II	5	20%			20%					
PB	PB04B	P1643	DATA PROCESSING MGR III	7	43%			29%	14%				
PB	PB04B	P1644	DATA PROCESSING MANAGER IV	1									
PB	PB04B	P1651	SYSTEMS PROGRAMMER I	1	100%			100%					
PB	PB04B	P1652	SYSTEMS PROGRAMMER II	13	38%	8%		23%	8%				
PB	PB04B	P1653	SYSTEMS PROGRAMMER III	10	20%	10%			10%				
PB	PB04B	P1654	SYSTEMS PROGRAMMER IV	1									
PB	PB04B	P1661	DATA COMMUNICATNS SPEC I	4									
PB	PB04B	P1662	DATA COMMUNICATNS SPEC II	3									
PB	PB04B	P1670	DATA SECURITY SPEC	1	100%				100%				
PB	PB05A	P1707	STATISTICAL TECHNICIAN II	2									
PB	PB04B	P1826	DATABASE SPECIALIST I	1	100%			100%					
PB	PB04B	P1828	DATABASE SPECIALIST III	4									
PB	PB04B	P1845	DEP DIR, DIVOF INFORMATION SVCS* ⁴	1	100%				100%				
PB	PB01A	P1906	ADMINISTRATIVE ASSISTANT	7	14%				14%				

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PB	PB01B	P1907	ADMINISTRATIVE MANAGER I	3	33%					33%			
PB	PB01B	P1908	ADMINISTRATIVE MANAGER II	4	25%				25%				
PB	PB01B	P1909	ADMINISTRATIVE MANAGER III	3	33%				33%				
PB	PB01B	P1910	ADMINISTRATIVE MANAGER IV	1							100%		
PB	PB01B	P1933	ADMINISTRATIVE SVCS MGR II	2									
PB	PB99B	P1958	ADMINISTRATOR VCCB	1									
PB	PB04B	P2258	INFORMATION TECHNOLOGY PLANNER	1	100%	100%							
PB	PB99B	P2390	CLAIMS ADMINISTRATOR	2									
PB	PB99B	P2391	RISK MANAGER	1									
PB	PB06C	P9911	STOCK & PARTS SVCS (L/J/SJ)	1									
PB	PB06C	P9911	STOCK & PARTS SVCS (L/J/SJ)	1									
PB	PB06C	P9911	STOCK & PARTS SVCS (L/J/SJ)	3									
PC	PC02A	P1905	RECORDS & LICENSING SPVR	2									
PC	PC05B	P1291	INTERNAL AUDITOR II	1									
PC	PC05B	P1292	INTERNAL AUDITOR III	1									
PD	PD01B	P1012	EXEC DIR APOC	1									
PD	PD01B	P1013	ASST DIR APOC	1									
PD	PD01B	P1463	BUDGET ANALYST III	1									
PD	PD09B	P2253	FACILITIES MANAGER II	1	100%	100%							
PD	PD03B	P2255	TELECOMM PLANNER I	1									
PD	PD09B	P2910	STATE LEASING & FACILITIES MGR	1									
PE	PE02B	P1472	TRAINING SPECIALIST II	1									
PE	PE06A	P3605	PUBLICATIONS TECH II	2	50%			50%					
PE	PE06B	P3607	PUBLICATIONS SPEC II	1									
PE	PE06B	P3608	PUBLICATIONS SPEC III	1									
PF	PF02B	P4113	SOCIAL WORKER II	1									
PF	PF02B	P4117	SOCIAL SERVICES SPECIALIST II	1									
PF	PF02B	P4118	SOCIAL SERVICES SPECIALIST III	1									
PF	PF01B	P4229	PROJECT ASST	1									
PF	PF03A	P4259	PUBLIC GUARDIAN ASSOCIATE	1									
PF	PF03B	P4260	PUBLIC GUARDIAN	14	14%	14%							
PF	PF05B	P4677	PROJECT COORD	1									

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PH	PH03A	P6632	NATURAL RESOURCE TECH II	1									
PI	PI05B	P1904	MOTOR VEHICLE REGISTRAR	1									
PI	PI01A	P7011	CRIMINAL JUSTICE TECHNICIAN I	1	100%	100%							
PI	PI01A	P7105	PARALEGAL I	15	40%	20%		7%	13%				
PI	PI01A	P7106	PARALEGAL II	8	25%		13%	13%			13%		
PI	PI02B	P7110	ASSOC ATTORNEY I	5	20%	20%							
PI	PI02B	P7111	ASSOC ATTORNEY II	17	29%			24%	6%				
PI	PI02B	P7143	ATTORNEY II	26	62%	38%	19%	4%			8%		
PI	PI02B	P7144	ATTORNEY III	28	36%	14%	14%	4%	4%		7%		
PI	PI02B	P7145	ATTORNEY IV	57	33%	11%	9%	2%		4%	4%	7%	2%
PI	PI02B	P7146	ATTORNEY V	22	32%		5%		27%				
PI	PI02B	P7147	ATTORNEY VI	4	25%				25%				
PI	PI03B	P7210	MOTOR VEHICLE HEARING OFFICER	3									
PI	PI03B	P7231	CHIEF ADMINISTRATIVE LAW JUDGE	1									
PI	PI03B	P7232	ADMINISTRATIVE LAW JUDGE I	4	25%								25%
PI	PI03B	P7233	ADMINISTRATIVE LAW JUDGE II	2	50%	50%							
PI	PI03B	P7234	DEP CHIEF ADMIN LAW JUDGE	1									
PI	PI01A	P7502	LAW OFFICE ASSISTANT I	22	41%	5%	5%	9%	14%		14%	5%	5%
PI	PI01A	P7503	LAW OFFICE ASSISTANT II	14	21%	7%			14%				
PI	PI01A	P7506	LAW OFFICE MANAGER II	1									
PI	PI05A	P7541	MOTOR VEHICLE CUST SVC REP I	72	38%	28%	6%			3%	4%	1%	
PI	PI05A	P7542	MOTOR VEHICLE CUST SVC REP II	36	28%	3%	3%		17%		3%	6%	
PI	PI05A	P7543	MOTOR VEHICLE CUST SVC REP III	5	60%				60%				
PI	PI05A	P7555	DRIVER SERVOCES SUPERVISOR *4	1									
PI	PI05B	P7561	MOTOR VEHICLE OFF MGR I	7	14%				14%				
PI	PI05B	P7562	MOTOR VEHICLE OFF MGR II	2									
PI	PI05B	P7563	MOTOR VEHICLE OFF MGR III	1									
PI	PI05B	P7761	DRIVER LICENSING MANAGER	1									
PI	PI04B	P7766	INVESTIGATOR I	2									
PI	PI04B	P7767	INVESTIGATOR II	2									
PI	PI04B	P7768	INVESTIGATOR III	10	20%		10%						10%

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PK	PK03B	P8673	COMM ENG ASSOC I	1	100%	100%							
PK	PK03B	P8673	COMM ENG ASSOC I	1	100%	100%							
PK	PK03B	P8674	COMM ENG ASSOC II	2	50%		50%						
PK	PK03B	P8674	COMM ENG ASSOC II	2	50%	50%							
PK	PK04B	P8675	COMM ENG I	2	50%		50%						
PK	PK04B	P8676	COMM ENG II	1									
PL	PL08C	P1130	MAIL SVCS LEAD COURIER	2									
PL	PL08C	P1132	MAIL SVCS COURIER	6	17%		17%						
PL	PL08B	P1915	MAIL SERVICES MANAGER	1									
PL	PL04C	P8346	ELECTRONIC MAINT SPVR	1									
PL	PL04C	P9311	MAINT GEN (F/L/J/SJ)	6	33%	17%			17%				
PL	PL04C	P9311	MAINT GEN (F/L/J/SJ)	1									
PL	PL04C	P9311	MAINT GEN (F/L/J/SJ)	5	80%	60%	20%						
PL	PL04C	P9323	MAINT SPEC BFC (F/LJ/J)	1									
PL	PL04C	P9323	MAINT SPEC BFC (F/LJ/J)	2									
PL	PL04C	P9324	MAINT SPEC ETRONICS	1									
PL	PL04C	P9324	MAINT SPEC ETRONICS	12	25%	25%							
PL	PL04C	P9328	MAINT SPEC PLUMB	1									
PL	PL08C	P9811	MICROFILM/IMAGING OPER I	4	25%	25%							
PL	PL08C	P9812	MICROFILM/IMAGING OPER II	1									
PL	PL08C	P9813	MICROFILM/IMAGING OPER III	1									

¹ Transfer in Org Unit is not included in the Hire Rate for any department.

² Exempt employees are not covered by the Classification and Pay Plans; therefore, data by Group & Family is not available.

³ No positions in this job class at fiscal year end but there was employee movement in this category during the fiscal year.

⁴ Job class has been abolished.