

Department of Administration Outgoing Employee Movement FY 2007

Department	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
Administration	969	36%	9%	2%	4%	1%	5%	18%

Occ Group	Occupational Group Title	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
²	Exempt²	19	32%						32%
PA	Executives and Senior Administrators	12	58%	8%	8%		8%	8%	25%
PB	Administrative and Office Support	513	39%	12%	3%	5%	1%	8%	15%
PC	Business Development and Regulation	4							
PD	Government Management and Infrastructure	5	40%					20%	20%
PE	Education, Information, Libraries, and Museums	5	20%						20%
PF	Social, Benefit, and Employment Services	17	12%						12%
PH	Biological Sciences	1							
PI	Legal, Judicial, and Related	341	36%	7%	1%	3%	2%	2%	23%
PK	Physical Sciences and Engineering	9	22%						22%
PL	Craftwork and Labor	43	16%	2%					14%

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Occ Group	Job Family	Job Family Title	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
²		Exempt²	19	32%						32%
PA	PA01B	Executives and Senior Administrators	12	58%	8%	8%		8%	8%	25%
PB	PB01A	General Administration	47	96%	40%	2%	13%	2%	11%	40%
PB	PB01B	General Administration	13	38%	8%	8%	8%		8%	15%
PB	PB02A	Accounting and Fiscal	37	35%	8%				16%	11%
PB	PB02B	Accounting and Fiscal	41	20%	5%		5%		7%	7%
PB	PB03A	Personnel and Employee Relations	121	69%	20%	11%	6%	2%	14%	21%
PB	PB03B	Personnel and Employee Relations	97	15%	4%	1%	6%	1%	3%	6%
PB	PB04A	Information Technology	19	11%	5%		11%			5%
PB	PB04B	Information Technology	100	24%	5%	1%	1%	1%	4%	13%
PB	PB05A	Statistics and Research Analysis	2							
PB	PB06A	Supply	3							
PB	PB06B	Supply	22	27%	5%				9%	14%
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	2	50%					50%	
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	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							

Source: ALDER and Classification Outline

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Occ Group	Job Family	Job Family Title	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
PI	PI01A	Legal Support and Related	54	31%	7%		2%		7%	17%
PI	PI02B	Attorneys	148	40%	5%	2%	4%	3%	2%	27%
PI	PI03B	Judges and Adjudicators	11	9%						9%
PI	PI04B	Evidence Investigation	11							
PI	PI05A	Legal Document Processing	105	42%	10%	2%	4%	2%		28%
PI	PI05B	Legal Document Processing	12	8%						8%
PK	PK03B	Engineering, Unlicensed	6	33%						33%
PK	PK04B	Engineering, Licensed	3							
PL	PL04C	Building and Facility Maintenance	29	17%	3%					14%
PL	PL08B	Office Equipment Operation	1							
PL	PL08C	Office Equipment Operation	13	15%						15%

Occ Group	Job Family	Job Class	Job Class Description	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
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	50%						50%
2		X0334	SENIOR PETROLEUM ENGINEER	2	50%						50%
2		X0336	PETROLEUM INSPECTOR	5	20%						20%
2		X1245	RESERVOIR ENGINEER	1							
2		X1282	ANALYST/PROGRAMMER III	1							
2		X1283	ANALYST/PROGRAMMER IV	1							
2		X1481	ALMR PROJECT COORDINATOR	1							
2		X1552	SENIOR RESERVOIR ENGINEER	0	3						3
2		X1917	SPECIAL ASSISTANT TO COMMI	1							

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Occ Group	Job Family	Job Class	Job Class Description	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
PA	PA01B	P1846	DIRECTOR, INFO TECHNOLOGY	1							
PA	PA01B	P1901	DIVISION DIRECTOR	7	71%	14%	14%				43%
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	PB01A	K0017	ADMINISTRATIVE ASSISTANT I	1							
PB	PB01A	P1133	ADMINISTRATIVE CLERK I	7	43%						43%
PB	PB01A	P1134	ADMINISTRATIVE CLERK II	14	157%	86%	7%	36%		14%	50%
PB	PB01A	P1135	ADMINISTRATIVE CLERK III	17	82%	24%		6%	6%	12%	41%
PB	PB01A	P1151	SECRETARY	1	200%	100%					100%
PB	PB01A	P1156	EXEC SECRETARY III	1	200%	100%				100%	
PB	PB01A	P1906	ADMINISTRATIVE ASSISTANT	6	33%	17%					17%
PB	PB01B	P1907	ADMINISTRATIVE MANAGER I	3	67%		33%			33%	
PB	PB01B	P1908	ADMINISTRATIVE MANAGER II	4							
PB	PB01B	P1909	ADMINISTRATIVE MANAGER III	3	33%						33%
PB	PB01B	P1910	ADMINISTRATIVE MANAGER IV	1	100%			100%			100%
PB	PB01B	P1933	ADMINISTRATIVE SVCS MGR II	2	50%	50%					
PB	PB02A	P1202	ACCOUNTING CLERK I	2							
PB	PB02A	P1203	ACCOUNTING CLERK II	7	86%	29%				29%	29%
PB	PB02A	P1210	ACCOUNTING TECH I	11	45%	9%				18%	18%
PB	PB02A	P1211	ACCOUNTING TECH II	12	8%					8%	
PB	PB02A	P1212	ACCOUNTING TECH III	5	20%					20%	
PB	PB02B	P1205	ACCOUNTANT II	4	25%			25%		25%	
PB	PB02B	P1206	ACCOUNTANT III	15	27%	13%		7%		7%	7%
PB	PB02B	P1207	ACCOUNTANT IV	12	25%					8%	17%
PB	PB02B	P1208	ACCOUNTANT V	3							
PB	PB02B	P1238	STATE ACCOUNTANT	1							

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Occ Group	Job Family	Job Class	Job Class Description	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
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	PB03A	P1405	HUMAN RESOURCE ASSISTANT	13	123%	38%	8%	8%		23%	54%
PB	PB03A	P1406	HUMAN RESOURCE TECHNICIAN I	11	91%	36%			9%	9%	36%
PB	PB03A	P1407	HUMAN RESOURCE TECHNICIAN II	51	63%	14%	20%	2%	2%	12%	16%
PB	PB03A	P1408	HUMAN RESOURCE TECHNICIAN III	12	67%	8%	17%		8%	17%	17%
PB	PB03A	P1443	RETIREMENT & BENEFITS TECH I	2	50%	50%					
PB	PB03A	P1444	RETIREMENT & BENEFITS TECH II	21	43%	24%		19%		5%	14%
PB	PB03A	P1445	RETIREMENT & BENEFITS TECH III	11	64%	9%		9%		36%	18%
PB	PB03B	P1410	HUMAN RESOURCE SPECIALIST I	27	22%	15%		7%		4%	4%
PB	PB03B	P1411	HUMAN RESOURCE SPECIALIST II	22	14%		5%				9%
PB	PB03B	P1412	HUMAN RESOURCE SPECIALIST III	3							
PB	PB03B	P1413	HUMAN RESOURCE SPECIALIST IV	3	33%			33%			33%
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	2							
PB	PB03B	P1431	LABOR RELATIONS MGR	1							
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	11%			22%			11%
PB	PB03B	P1447	RETIREMENT BEN MANAGER	2	50%					50%	
PB	PB03B	P1449	RETIREMENT BEN SPEC II	12	8%			8%	8%		
PB	PB03B	P1450	RETIREMENT BEN SPEC III	2							

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Occ Group	Job Family	Job Class	Job Class Description	Total Employees	Turnover Rate	Promotion in Dept	Transfer in Dept	Transfer in Org Unit ¹	Other Employee Movement	Movement to Another Branch or Dept	Separation
PB	PB04A	P1611	DATA PROCESSING TECH I	1							
PB	PB04A	P1612	DATA PROCESSING TECH II	14	14%	7%		14%			7%
PB	PB04A	P1613	DATA PROCESSING TECH III	3							
PB	PB04A	P1632	MICRO/NETWORK TECH II	1							
PB	PB04B	K0003	INTERNET SPECIALIST I	3	33%					33%	
PB	PB04B	P1614	DATA PROCESSING PROD MGR	1							
PB	PB04B	P1621	ANALYST/PROGRAMMER I	2							
PB	PB04B	P1622	ANALYST/PROGRAMMER II	2	100%						100%
PB	PB04B	P1623	ANALYST/PROGRAMMER III	6	17%					17%	
PB	PB04B	P1624	ANALYST/PROGRAMMER IV	13	38%	15%		8%		15%	8%
PB	PB04B	P1625	ANALYST/PROGRAMMER V	11	18%						18%
PB	PB04B	P1633	MICRO/NETWORK SPEC I	7	14%		14%				
PB	PB04B	P1634	MICRO/NETWORK SPEC II	6							
PB	PB04B	P1641	DATA PROCESSING MGR I	2							
PB	PB04B	P1642	DATA PROCESSING MGR II	4	25%						25%
PB	PB04B	P1643	DATA PROCESSING MGR III	7	29%	14%					14%
PB	PB04B	P1644	DATA PROCESSING MANAGER IV	1							
PB	PB04B	P1651	SYSTEMS PROGRAMMER I	1	100%	100%					
PB	PB04B	P1652	SYSTEMS PROGRAMMER II	11	27%	9%					18%
PB	PB04B	P1653	SYSTEMS PROGRAMMER III	9	44%						44%
PB	PB04B	P1654	SYSTEMS PROGRAMMER IV	1							
PB	PB04B	P1661	DATA COMMUNICATNS SPEC I	4							
PB	PB04B	P1662	DATA COMMUNICATNS SPEC II	2							
PB	PB04B	P1670	DATA SECURITY SPEC	0	3				3		
PB	PB04B	P1826	DATABASE SPECIALIST I	1							
PB	PB04B	P1828	DATABASE SPECIALIST III	4							
PB	PB04B	P1845	DEP DIR, DIVOF INFORMATION SVCS* ⁴	1							
PB	PB04B	P2258	INFORMATION TECHNOLOGY PLANNER	1							

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PB	PB05A	P1707	STATISTICAL TECHNICIAN II	2							
PB	PB06A	P1310	SUPPLY TECHNICIAN I	2							
PB	PB06A	P1311	SUPPLY TECHNICIAN II	1							
PB	PB06B	P1331	PROCUREMENT SPEC I	1							
PB	PB06B	P1332	PROCUREMENT SPEC II	3	33%					33%	
PB	PB06B	P1333	PROCUREMENT SPEC III	1	100%	100%					
PB	PB06B	P1334	PROCUREMENT SPEC IV	1							
PB	PB06B	P1344	CONTRACTING OFFICER II	2							
PB	PB06B	P1345	CONTRACTING OFFICER III	11	36%					9%	27%
PB	PB06B	P1346	CONTRACTING OFFICER IV	1							
PB	PB06B	P1347	CHIEF PROCUREMENT OFF	1							
PB	PB06B	P1348	DEP DIR, GENERAL SERVICES*4	1							
PB	PB06C	P9911	STOCK & PARTS SVCS (L/J/SJ)	5							
PB	PB99B	P1350	STATE TRAVEL MANAGER	1							
PB	PB99B	P1351	STATE TRAVEL OFFICE ASSISTANT	1							
PB	PB99B	P1958	ADMINISTRATOR VCCB	1							
PB	PB99B	P2390	CLAIMS ADMINISTRATOR	2							
PB	PB99B	P2391	RISK MANAGER	1							
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	P1464	BUDGET ANALYST IV	0	3					3	
PD	PD03B	P2255	TELECOMM PLANNER I	1							
PD	PD09B	P2253	FACILITIES MANAGER II	1	100%						100%
PD	PD09B	P2910	STATE LEASING & FACILITIES MGR	1							

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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	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							
PH	PH03A	P6632	NATURAL RESOURCE TECH II	1							
PI	PI01A	P7011	CRIMINAL JUSTICE TECHNICIAN I	1	100%					100%	
PI	PI01A	P7105	PARALEGAL I	12	33%	8%				8%	17%
PI	PI01A	P7106	PARALEGAL II	6	17%			17%			17%
PI	PI01A	P7502	LAW OFFICE ASSISTANT I	20	40%	10%				10%	20%
PI	PI01A	P7503	LAW OFFICE ASSISTANT II	14	21%	7%					14%
PI	PI01A	P7506	LAW OFFICE MANAGER II	1							
PI	PI02B	P7110	ASSOC ATTORNEY I	4	100%						100%
PI	PI02B	P7111	ASSOC ATTORNEY II	17	24%						24%
PI	PI02B	P7142	ATTORNEY I	0	³						³
PI	PI02B	P7143	ATTORNEY II	20	45%	5%	5%	10%	5%		30%
PI	PI02B	P7144	ATTORNEY III	28	32%			7%			32%
PI	PI02B	P7145	ATTORNEY IV	55	42%	11%	4%	4%		4%	24%
PI	PI02B	P7146	ATTORNEY V	20	45%	5%			20%	5%	15%
PI	PI02B	P7147	ATTORNEY VI	4							
PI	PI03B	P7210	MOTOR VEHICLE HEARING OFFICER	3							
PI	PI03B	P7231	CHIEF ADMINISTRATIVE LAW JUDGE	1							
PI	PI03B	P7232	ADMINISTRATIVE LAW JUDGE I	4							
PI	PI03B	P7233	ADMINISTRATIVE LAW JUDGE II	2	50%						50%
PI	PI03B	P7234	DEP CHIEF ADMIN LAW JUDGE	1							

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PI	PI04B	P7767	INVESTIGATOR II	2							
PI	PI04B	P7768	INVESTIGATOR III	9							
PI	PI05A	P7541	MOTOR VEHICLE CUST SVC REP I	63	51%	10%	3%	5%			38%
PI	PI05A	P7542	MOTOR VEHICLE CUST SVC REP II	36	25%	14%		3%	3%		8%
PI	PI05A	P7543	MOTOR VEHICLE CUST SVC REP III	5	60%				20%		40%
PI	PI05A	P7555	DRIVER SERVOCES SUPERVISOR * ⁴	1							
PI	PI05B	P1904	MOTOR VEHICLE REGISTRAR	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							
PK	PK03B	P8673	COMM ENG ASSOC I	2	50%						50%
PK	PK03B	P8674	COMM ENG ASSOC II	4	25%						25%
PK	PK04B	P8675	COMM ENG I	2							
PK	PK04B	P8676	COMM ENG II	1							
PL	PL04C	P8346	ELECTRONIC MAINT SPVR	1							
PL	PL04C	P9311	MAINT GEN (F/L/J/SJ)	12	25%	8%					17%
PL	PL04C	P9323	MAINT SPEC BFC (F/LJ/J)	2							
PL	PL04C	P9324	MAINT SPEC ETRONICS	13	15%						15%
PL	PL04C	P9328	MAINT SPEC PLUMB	1							
PL	PL08B	P1915	MAIL SERVICES MANAGER	1							
PL	PL08C	P1130	MAIL SVCS LEAD COURIER	2							
PL	PL08C	P1132	MAIL SVCS COURIER	5	20%						20%

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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 Turnover 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 employees 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.