Department of Education and Early Development Outgoing Employee Movement with Retirement Data FY 2011

Department	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
Education and Early Development	313	352	28%	12%	13%	3%	17%

Job Group	Group Descriptions	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
	Exempt[1]	122	132	18%	11%	9%	4%	15%
PA	**Executives and Senior Administrators**	7	7	29%		14%		57%
PB	**Administrative and Office Support**	47	59	45%	19%	21%	2%	17%
PC	**Business Development and Regulation**	10	12	50%	17%	20%		10%
PD	**Government Management and Infrastructure**	2	2					
PE	**Education, Information, Libraries, and Museums**	109	124	30%	12%	14%	1%	16%
PF	**Social, Benefit, and Employment Services**	3	3	133%	33%	67%		
PK	**Physical Sciences and Engineering**	2	2	50%			50%	
PL	**Craftwork and Labor**	11	11					27%

Job Group	Job Family	Family Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
		Exempt[1]	122	132	18%	11%	9%	4%	15%
PA	PA01B	**Executives and Senior Administrators**	7	7	29%		14%		57%
PB	PB01A	**General Administration**	17	23	88%	22%	47%		29%
PB	PB01B	**General Administration**	3	3	33%		33%		33%
PB	PB02A	**Accounting and Fiscal**	7	7		14%			
PB	PB02B	**Accounting and Fiscal**	0	1	*2	100%			
PB	PB04A	**Information Technology**	2	3					
PB	PB04B	**Information Technology**	7	9	43%	33%	14%	14%	17%
PB	PB05B	**Statistics and Research Analysis**	7	7					14%
PB	PB06B	**Supply**	1	1					
PB	PB99B	**Administrative classes not otherwise described**	3	5	33%	20%			
PC	PC01B	**Business Finance**	9	10	44%	10%	22%		11%
PC	PC05B	**Revenue and Audit**	1	2	100%	50%			
PD	PD01B	**Government Management and Operations**	1	1					

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Job Group	Job Family	Family Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
PD	PD09B	**Property Management**	1	1					
PE	PE01A	**Education Programs**	22	26	68%	15%	23%		
PE	PE01B	**Education Programs**	34	39	21%	13%	12%		19%
PE	PE03A	**Student Services**	5	6	40%	17%	40%		
PE	PE04A	**Library and Archives**	10	10	10%				10%
PE	PE04B	**Library and Archives**	19	22	21%	14%	11%		30%
PE	PE05B	**Anthropological Research and Education**	5	6	20%	17%		20%	40%
PE	PE06A	**Arts, Photography, and Information**	9	9	22%		11%		11%
PE	PE06B	**Arts, Photography, and Information**	5	6	20%	17%	20%		20%
PF	PF02A	**Social Work**	1	1					
PF	PF02B	**Social Work**	1	2	200%	50%	100%		
PK	PK04B	**Engineering, Licensed**	1	1					
PK	PK05B	**Architecture and Landscape Architecture**	1	1	100%			100%	
PL	PL04B	**Building and Facility Maintenance**	1	1					
PL	PL04C	**Building and Facility Maintenance**	7	7					29%
PL	PL08B	**Office Equipment Operation**	1	1					
PL	PL08C	**Office Equipment Operation**	2	2					50%

Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
		T0001	**TEACHER, MT. EDGECUMBE HS**	28	31	7%	10%	4%		15%
		X0003	**COMMISSIONER**	1	1	100%		100%		
		X0033	**ADMINISTRATIVE ASSISTANT**	1	0		*3			
		X0041	**ADMINISTRATIVE OFFICER**	1	1	100%		100%		
		X0043	**ADMINISTRATIVE OFFICER**	1	1					
		X0060	**ADMINISTRATIVE SUPPORT SPEC**	0	1	*2	100%		*2	
		X0066	**DIRECTOR**	1	1					
		X0097	**PUBLICATIONS SPECIALIST**	1	1					
		X0148	**LAN ADMINISTRATOR**	1	1					100%

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Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
		X0193	**PROGRAM COORDINATOR**	4	4					25%
		X0214	**ACCOUNTANT**	3	3					
		X0215	**ACCOUNTANT**	3	3					
		X0220	**EXECUTIVE DIRECTOR**	1	1					
		X0232	**PROGRAM MANAGER**	0	1	*2	100%		*2	
		X0248	**PROGRAM COORDINATOR**	2	2					
		X0280	**PROGRAM COORDINATOR**	2	2	100%		50%		
		X0303	**POLICY ANALYST**	1	1					100%
		X0428	**CHIEF FINANCIAL OFFICER**	1	1					
		X0581	**ASSISTANT DIRECTOR**	1	1					
		X0589	**DUE DILIGENCE SUPERVISOR**	1	1					
		X0615	**CUSTOMER SERVICE SPEC I**	0	1	*2	100%		*2	
		X0616	**CUSTOMER SERVICE SPEC II**	2	3	100%	33%	100%		
		X0617	**CUSTOMER SERVICE SPEC III**	13	16	46%	31%	23%	15%	15%
		X0636	**LOAN SERVICES SUPERVISOR**	1	1					
		X0659	**ADMINISTRATIVE OFFICER**	2	2					
		X0701	**ACCOUNTANT**	2	2					
		X0707	**PROGRAMMER/ANALYST**	1	1					100%
		X0711	**PROGRAMMER/ANALYST**	6	6					
		X0751	**ADMINISTRATIVE ASSISTANT**	2	2					50%
		X0753	**DOCUMENTS PROCESSOR**	1	1					
		X0804	**EXECUTIVE SECRETARY IV**	1	1					100%
		X0818	**ACCOUNTING TECHNICIAN (ACPE)**	5	5					20%
		X0831	**INTERNAL AUDITOR IV**	1	1					
		X0856	**PROJECT COORDINATOR**	2	2					50%
		X0858	**ADMIN SUPPORT SPECIALIST**	4	4	50%		25%		25%
		X0877	**PROGRAM COORDINATOR**	1	1					
		X0904	**ASST.DIR.INSTRUCTION & HOUSING**	2	2	50%		50%		50%

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Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
		X0930	**LOAN SPECIALIST**	7	8	14%	13%			14%
		X0994	**CUSTOMER SERVICE SUPERVISOR**	1	1					
		X1186	**ACCOUNTANT**	1	1					
		X1192	**DIRECTOR**	1	1					
		X1236	**DIRECTOR/ISS**	1	1					
		X1248	**PROGRAM ASSISTANT**	1	1					
		X1253	**PROJECT MANAGER I**	0	1		100%			
		X1266	**ADMINISTRATIVE MANAGER**	2	2					
		X1643	**PROCEDURES & TRAINING SPEC**	2	2					
		X1670	**INTERNET SPECIALIST (ACPE)**	1	1					
		X1756	**HEALTH/SAFETY PROG COORDINATOR**	1	0		*3			100%
		X2001	**BUSINESS LEAD/ANALYST II**	2	2					
		X2002	**BUSINESS LEAD/ANALYST III**	2	2					
PA	PA01B	P1901	**DIVISION DIRECTOR**	5	5	40%		20%		60%
PA	PA01B	P1918	**SPEC ASST TO THE COMM II**	1	1					
PA	PA01B	P1951	**DEP COMMISSIONER**	1	1					100%
PB	PB01A	K0017	**ADMINISTRATIVE ASSISTANT I**	2	3	150%		100%		
PB	PB01A	K0018	**ADMINISTRATIVE ASSISTANT II**	3	3					33%
PB	PB01A	K0053	**ADMIN ASST III**	1	1					
PB	PB01A	K0077	**OFFICE ASSISTANT III**	0	1	*2	100%			
PB	PB01A	P1134	**OFFICE ASSISTANT I**	4	7	150%	43%	100%		50%
PB	PB01A	P1135	**OFFICE ASSISTANT II**	4	4	50%				25%
PB	PB01A	P1151	**SECRETARY**	2	3	150%	33%	100%		
PB	PB01A	P1156	**EXEC SECRETARY III**	1	1					100%
PB	PB01B	K0019	**ADMINISTRATIVE OFFICER I**	2	2	50%		50%		50%
PB	PB01B	K0021	**ADMIN OPERATIONS MGR I**	1	1					
PB	PB02A	P1210	**ACCOUNTING TECH I**	1	1					
PB	PB02A	P1211	**ACCOUNTING TECH II**	4	3					
PB	PB02A	P1212	**ACCOUNTING TECH III**	2	3		33%			
PB	PB02B	P1207	**ACCOUNTANT IV**	0	1	*2	100%			

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Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
PB	PB04A	P1611	DATA PROCESSING TECH I	1	1					
PB	PB04A	P1632	MICRO/NETWORK TECH II	1	2					
PB	PB04B	P1622	ANALYST/PROGRAMMER II	1	1					100%
PB	PB04B	P1624	ANALYST/PROGRAMMER IV	2	2					
PB	PB04B	P1633	MICRO/NETWORK SPEC I	1	1	100%	100%		100%	
PB	PB04B	P1634	MICRO/NETWORK SPEC II	1	1					
PB	PB04B	P1641	DATA PROCESSING MGR I	1	1					
PB	PB04B	P1642	DATA PROCESSING MGR II	1	1					
PB	PB04B	P1653	SYSTEMS PROGRAMMER III	0	1	*2	100%	*2		
PB	PB04B	P1828	DATABASE SPECIALIST III	0	1	*2	100%			
PB	PB05B	P1792	RESEARCH ANALYST I	2	2					
PB	PB05B	P1793	RESEARCH ANALYST II	1	1					
PB	PB05B	P1794	RESEARCH ANALYST III	3	3					
PB	PB05B	P1795	RESEARCH ANALYST IV	1	1					100%
PB	PB06B	P1333	PROCUREMENT SPEC III	1	1					
PB	PB99B	K0070	PROJECT ASSISTANT	2	3					
PB	PB99B	K0071	PROGRAM COORDINATOR I	1	2	100%	50%			
PC	PC01B	P1240	SCHOOL FINANCE SPECIALIST I	1	1					
PC	PC01B	P1241	SCHOOL FINANCE SPECIALIST II	3	4	67%	25%	33%		33%
PC	PC01B	P1243	SCHOOL FINANCE MANAGER	1	1	100%				
PC	PC01B	P2270	GRANTS ADMINISTRATOR II	3	3	33%		33%		
PC	PC01B	P2271	GRANTS ADMINISTRATOR III	1	1					
PC	PC05B	P1292	INTERNAL AUDITOR III	1	2	100%	50%			
PD	PD01B	P1464	BUDGET ANALYST IV	1	1					
PD	PD09B	P8458	BUILDING MGMT SPECIALIST	1	1					
PE	PE01A	P3156	EDUCATION PROG ASSISTANT	13	15	62%	13%			
PE	PE01A	P3157	EDUCATION ASSOC I	1	1	100%				
PE	PE01A	P3158	EDUCATION ASSOC II	7	7	43%		43%		
PE	PE01A	P3159	EDUCATION ASSOC III	1	3	300%	67%	200%		

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Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
PE	PE01B	P3110	EXEC SECRETARY PTPC	1	1					
PE	PE01B	P3160	EDUCATION SPECIALIST I	4	4	25%		25%		25%
PE	PE01B	P3161	EDUCATION SPECIALIST II	20	25	25%	20%	15%		10%
PE	PE01B	P3171	EDUCATION ADMIN II	6	6	17%				60%
PE	PE01B	P3172	DEPUTY DIRECTOR,DTLS	1	1					
PE	PE01B	P5463	SCHOOL FOOD COORDINATOR	2	2					
PE	PE03A	P3220	RECREATION ASSISTANT	2	3	50%	33%	50%		
PE	PE03A	P7805	DORMITORY ATTENDANT	3	3	33%		33%		
PE	PE04A	P3570	LIBRARY ASSISTANT I	5	5	20%				
PE	PE04A	P3571	LIBRARY ASSISTANT II	5	5					20%
PE	PE04B	P3520	MUSEUM REGISTRAR	1	1					
PE	PE04B	P3573	LIBRARIAN I	0	2		100%			
PE	PE04B	P3574	LIBRARIAN II	5	5	60%		20%		17%
PE	PE04B	P3575	LIBRARIAN III	6	6					33%
PE	PE04B	P3576	DEP DIR LIBRARY,ARCHIVE,MUSEUM	1	1					
PE	PE04B	P3577	LIBRARIAN IV	1	1					100%
PE	PE04B	P3580	STATE ARCHIVIST	1	1					100%
PE	PE04B	P3581	ARCHIVIST II	2	2					
PE	PE04B	P3582	ARCHIVIST III	1	1					100%
PE	PE04B	P3584	RECORDS ANALYST II	0	1	*2	100%	*2		
PE	PE04B	P3585	RECORDS ANALYST III	1	1					
PE	PE05B	P3521	MUSEUM CONSERVATOR	1	1					
PE	PE05B	P3524	MUSEUM CURATOR II	3	4	33%	25%		33%	33%
PE	PE05B	P3526	CHIEF CURATOR	1	1					100%
PE	PE06A	P3531	MUSEUM PROT & VISITOR SER ASST	6	6	33%		17%		
PE	PE06A	P3532	MUSEUM PROT & VISITOR SER SUP	2	2					50%
PE	PE06A	P3533	MUSEUM PROT & VISITOR SER MGR	1	1					
PE	PE06B	P3510	EXEC DIR COUNCIL OF ARTS	1	1					100%
PE	PE06B	P3607	PUBLICATIONS SPEC II	0	1	*2	100%	*2		
PE	PE06B	P3615	INFORMATION OFFICER III	1	1					
PE	PE06B	P3641	EXHIBIT SPECIALIST	1	1					
PE	PE06B	P3661	FINE ARTS ADMINISTRATOR II	2	2					

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Job Group	Job Family	Job Class	Class Description	Total Employees	Position Count	Turnover Rate	Vacancy Rate	Separated not Retired	Retirement Rate	Retire in 1 Year
PF	PF01B	P4229	**PROJECT ASST**	1	0	200%	*3	100%		
PF	PF02A	P4106	**SOCIAL SERVICES ASSOCIATE II**	1	1					
PF	PF02B	P4117	**SOCIAL SERVICES SPECIALIST II**	1	1	100%		100%		
PF	PF02B	P4118	**SOCIAL SERVICES SPECIALIST III**	0	1	*2	100%			
PK	PK04B	P8920	**TECHNICAL ENG I/ARCHITECT I**	1	1					
PK	PK05B	P8434	**ARCHITECTURAL ASST III**	1	1	100%			100%	
PL	PL04B	P8460	**BUILDING MAINT SUPT**	1	1					
PL	PL04C	P9311	**MAINT GEN (F/L/J/SJ)**	7	7					29%
PL	PL08B	P9814	**MICROGRAPHIC SERVICES MGR**	1	1					
PL	PL08C	P9811	**MICROFILM/IMAGING OPER I**	1	1					100%
PL	PL08C	P9812	**MICROFILM/IMAGING OPER II**	1	1					

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

[2] No employees in this category at fiscal year end but there was employee movement in the job class during the fiscal year

[3] The position count is unavailable to calculate the vacancy rate

Source: ALDER and Classification Outline
G:Personel\EPIC\Reporting\Projects\EE Movment Outgoing with Retirement Data FY 2011\Education
Prepared by EPIC, DOPLR

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