

**THE
WACO, TEXAS
AREA
WAGE & FRINGE BENEFITS
SURVEY REPORT**

August, 2015

Compiled and Produced by

THE PATHFINDERS



Dallas, Texas

THANK YOU

We would like to thank the 63 businesses that participated in the 2015 Wage and Fringe Benefit Survey. We appreciate the time and attention given to make this report. This is a useful tool for any company considering an investment in our area. It highlights the diverse, reliable and dynamic labor force and the cost competitive environment in Greater Waco.

Thanks also to our survey's gold sponsor Texas First State Bank. Their support helps us to expand our programs that assist business. We also express our gratitude to our partners, The Pathfinders, who conducted the survey and compiled the report.



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TABLE OF CONTENTS

I.	INTRODUCTION & GENERAL INFORMATION.....	1
A.	Participation/Shift Work.....	1
B.	Recruiting/Hiring/Training.....	3
II.	SURVEY FINDINGS – EMPLOYERS’ RATINGS.....	10
A.	Local Educational Providers.....	10
B.	Turnover/Tardiness/Absenteeism/Substance Abuse	11
C.	Workforce Factors	13
D.	Area Factors	17
III.	WAGE SECTION.....	18
A.	Hourly Workers	19
B.	Salaried Workers	22
IV.	FRINGE BENEFITS SECTION	25
A.	Hourly Workers	25
B.	Salaried Workers.....	28
V.	APPENDIX.....	31

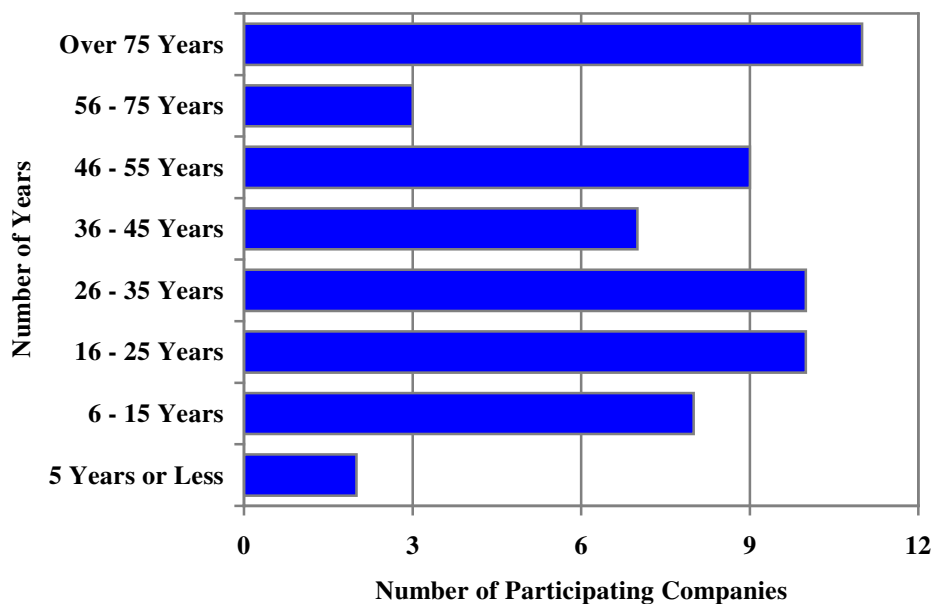


INTRODUCTION & GENERAL INFORMATION

The 2015 Waco, Texas Area Wage and Fringe Benefits Survey was sponsored by the Greater Waco Chamber. The survey was conducted and compiled by The Pathfinders, an economic development and market research consultant firm headquartered in Dallas, Texas. Information was gathered via a survey form distributed to area employers by email. **Please note that some of the companies responding to the survey did not answer all the questions on the form; therefore, the total number of responses for each question will not always equal the total number of participants.** Information from participating companies is held in confidence; however, general information regarding this survey can be obtained by contacting the offices of The Pathfinders via telephone (972-387-3750) or e-mail (info@thepathfindersus.com).

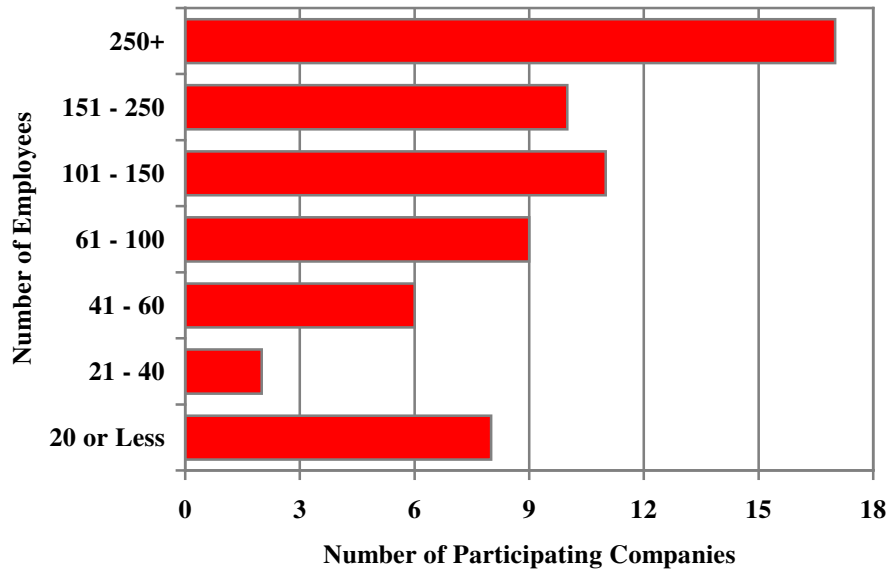
63 companies, with a combined total of 16,427 employees, participated in the survey, representing various business and industry clusters in the Waco area including manufacturing, government, medical and construction. The employers have been in business in the Waco area from 5 years or less to over 75 years, as illustrated below.

Participating Companies - Length of Time in Community



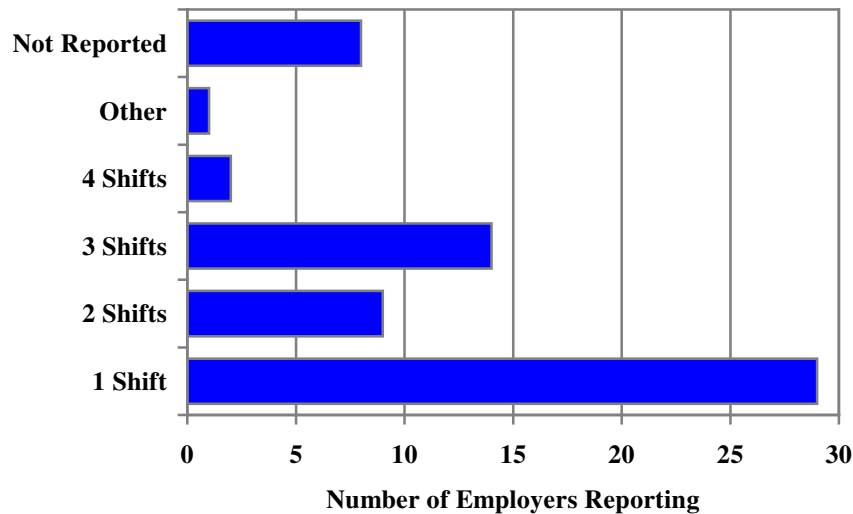
The participating companies ranged in size from 20 employees or less to over 250 workers.

Participating Companies by Total Employment



Shift work and shift premium information, as reported by the participants, is given below.

Number of Shifts Worked



Shift premiums were reported by 19 of the responding employers. The dollar average of the shift premiums reported was \$.78 per hour and the average percentage premium reported was 10%.



RECRUITING / HIRING / TRAINING

As indicated by the participating employers, the following table reflects various methods used to recruit workers in the Waco region and the number of employers utilizing that method. Many employers use more than one method.

Recruiting Method	# of Employers
Internet / Online	40
Word of Mouth	35
Newspaper	31
Referrals	26
Staffing Service	22
Job Fair	22
Heart of Texas Workforce Solutions	17
Walk-Ins	16
Job Board / Sign	15
Colleges	12
Networking	12
Baylor University	11
Recruiters	10
McLennan Community College	9
State Agency	8
Texas State Technical College	6
Trade Journals	3
Radio/TV	1

The participating employers were asked to report the geographic sources they used in recruiting labor.

Unskilled Labor Recruitment

Geographic Source	# of Employers
Greater Waco Area	59
Temple/Killeen	9
Bryan/College Station	1
Austin/San Antonio	1



Skilled Labor Recruitment

Geographic Source	# of Employers
Greater Waco Area	59
Temple/Killeen	12
Dallas/Fort Worth	7
Austin/San Antonio	5
Bryan/College Station	2
Houston	1
Outside Texas	1

Professional Labor Recruitment

Geographic Source	# of Employers
Greater Waco Area	52
Dallas/Fort Worth	22
Temple/Killeen	20
Austin/San Antonio	19
Outside Texas	10
Bryan/College Station	8
Houston	6
Other Texas	3

For professional labor recruitment, the East Coast, Puerto Rico, and Illinois were specifically mentioned by the employers. Also, employers reported utilizing locations all over the United States for recruiting these types of positions.

In addition, the participating employers were asked to report the most difficult and the easiest job positions to fill in their respective operations. The following tables reflect their opinions. Employers often reported more than one category.



Most Difficult Jobs to Fill

Job Category	# of Employers
Professional	26
Skilled Trades	21
Management/Supervisory	14
Technical/Specialized	12
Engineers	8
IT/Computer	6
General Labor	6
Medical Personnel	5
Education	4
Other	4

In this category, “Other” was reported as the following:

- entry level machine operations
- CPA
- professional positions such as design engineers
- materials managers
- hourly skilled positions such as CNC machinists
- positions requiring blueprint reading skills
- AmeriCorps National/VISTA positions

Easiest Jobs to Fill

Job Category	# of Employers
Unskilled/General Labor	30
Clerical/Admin	30
Customer Service	14
Medical Support	3
Other	3

In this category, “Other” was reported as the following:

- professional
- CDL drivers
- entry level accounting



Along with reporting the most difficult and the easiest jobs to fill in their business operations, the participating employers were asked to give their opinions on skills that were consistently lacking in the Waco area workforce. Employers often reported more than one category.

Skills Consistently Lacking in Area Workforce

Skills Category	# of Employers
Work Ethics	34
Communication	28
Basic Reading/Writing	15
Interviewing Skills	15
Computer	14
Skilled Trades	13
Technical Skills	13
Math	11
Other	5

In this category, “Other” was reported as the following:

- maturity
- instruction
- critical thinking
- problem-solving skills
- basic human interaction skills
- cross-cultural competencies
- lack ability to get engaged in organizational values rather than own agenda

In terms of hiring statistics, 25 of the participating firms during the past twelve months increased employment, and 9 decreased employment for a net of +194 jobs. Additionally, 3 companies reported an increase in employment and 2 companies reported a decrease during the past twelve months but did not report the number of workers.

Further, 21 firms project increasing employment during the next twelve months for a total of 304 jobs, while 3 of the reporting companies project decreasing the number of jobs, resulting in a net of +271 positions. In addition, 2 companies project an increase in hiring during the next twelve months but did not report the number of workers to be added.



With regard to training considerations, the participating employers were asked to report their opinions on specific training courses that would be helpful to their individual business operations. This was an open-ended question. The comments are listed below and are in random order.

Comments – Helpful Training Courses

- Professionalism and real world expectations
- General computer along with Excel/Word classes
- Blueprint reading
- Lean manufacturing processes
- Measurement readings
- Understanding basic business concepts (could be offered in high school)
- Machine operations, extrusions, electrical electronics, PLC controls
- Customer service basics
- Cultural diversity/competencies
- Workplace Spanish
- Financial literacy and healthcare literacy
- Weld training, machining training
- Supervisory/management courses
- Business writing, communications, customer service
- Basic socialization and interpersonal workplace skills
- Anything
- Work ethic and appropriate behavior in the workplace
- How to become a successful employee
- Basic life skills
- Professionalism 101
- Effective verbal communication
- Computer courses designed to facilitate proficiency in MS Office and other professional programs
- Continuing education in every functional area
- Professional development courses and management training
- Leadership skills, managing data, building strategic partnerships
- Basic computer skills and general acceptable work expectations and practices
- HVAC, plumbing, welding
- How to dress for success and basic interview skills
- Basic office skills
- Skilled trades for utilities
- Lifeguard and CPR
- Work ethics and time management
- Teaching supervisory skills
- Heavy equipment operations and dump truck driving



Comments – Helpful Training Courses (continued)

- More computer courses
- Technical training for industrial maintenance activities
- Computer skills
- Professional communication and conduct at work
- Basic work ethics – show up every day, on-time, call in if not coming, etc.
- Organization and prioritization
- Communications
- Driving safety
- OSHA courses for drivers
- CPE
- Production/manufacturing machine maintenance

Also, the participating employers were asked to give their opinions on any management development programs that were of interest to their companies. Again, this was an open-ended question. The comments are listed below and are in random order.

Comments – Management Development Programs

- Leadership
- Best Business Practices
- How to supervise and manage employees in today's world
- Leadership, how to manage, project management
- Communication, conflict resolution, dealing with difficult situations
- Leadership skills, managing data, building strategic partnerships
- Dealing with conflict
- General leadership programs
- Mentorship and organizational development programs
- Executive MBA programs
- Civic and non-profit development
- New supervisor Human Resources training
- Human Resources 101 training
- Leadership
- Legal issues – Wage and Hour, FMLA, ADA
- Dealing with difficult employees
- Anything
- Documentation of performance
- At least a glimpse with job shadowing so students can see what they could be working toward
- Communications, performance evaluations, problem solving
- Supervisory

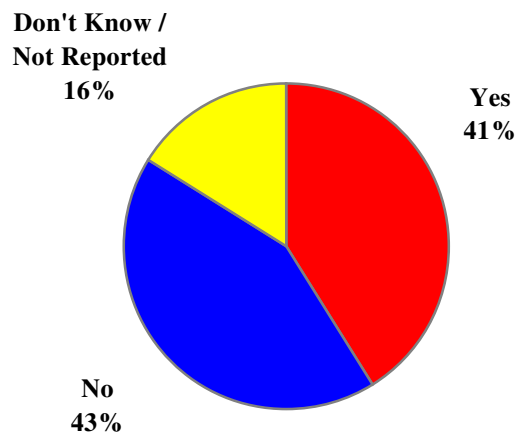


Comments – Management Development Programs (continued)

- Leadership and engagement
- Training your successor
- Leadership training
- Safety training OSHA
- Six Sigma/Lean Manufacturing
- Time management/organizational effectiveness, etc.
- Leadership capabilities/dynamics
- Supervisory/leadership
- Project management
- MAPICS computer classes
- First time supervisor
- Basic skills for new managers such as budget development, interviewing, HR law overview, employee reviews, conflict resolution, cultural

Finally, the employers were asked if they would be interested in collaborating with others to create management development training. As indicated in the chart below, the responses were fairly equally divided between “Yes” and “No”.

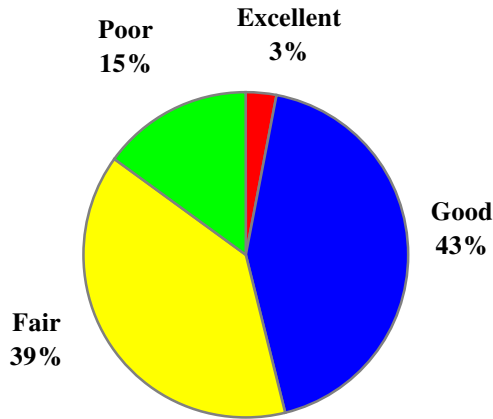
**Management Development Training
Collaboration**



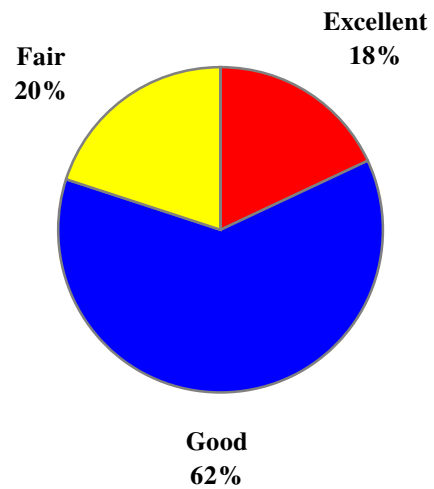
EMPLOYER RATINGS – EDUCATIONAL PROVIDERS

The Waco area employers were asked to rate the local educational providers in terms of delivering the skills needed or required for workers. These ratings are shown below.

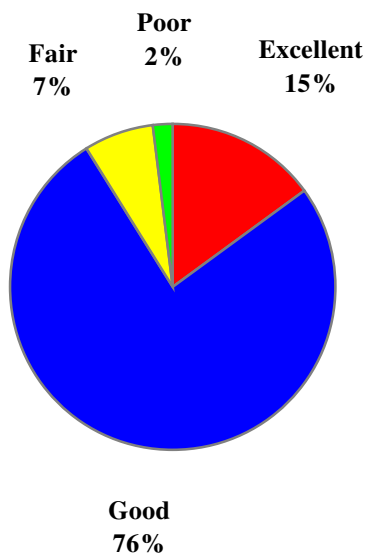
Public Schools



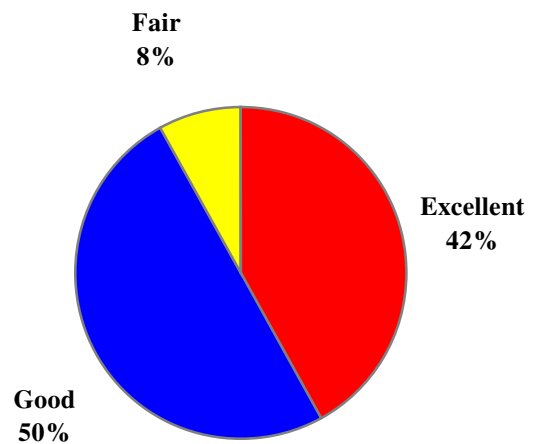
Trade Schools



Community Colleges



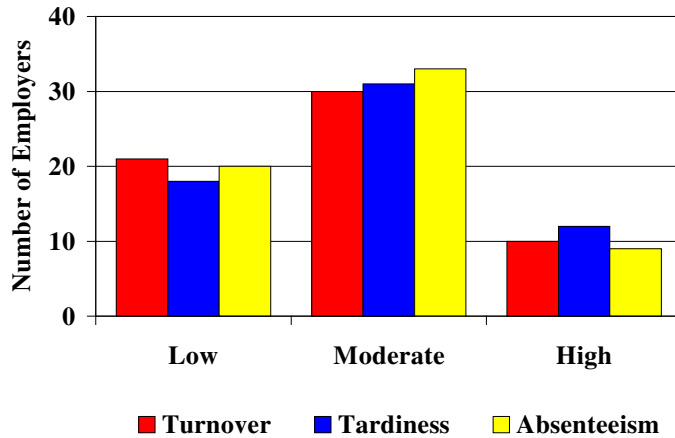
Universities



EMPLOYER RATINGS

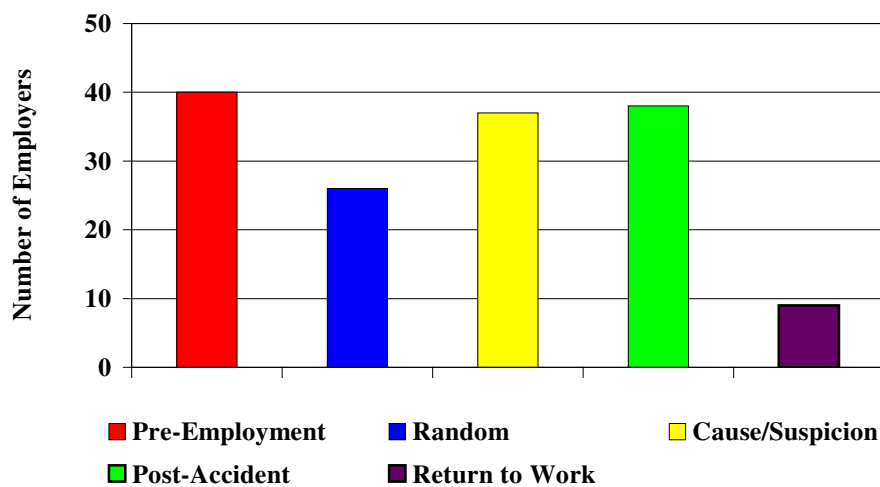
TURNOVER / TARDINESS / ABSENTEEISM / SUBSTANCE ABUSE

Employers were asked to rate turnover, tardiness and absenteeism among their workers as “Low”, “Moderate”, or “High”.



Among the participating employers, 83% reported that testing for substance abuse was conducted in their respective companies using one or more of the following methods. It should be noted that many employers use more than one method of testing.

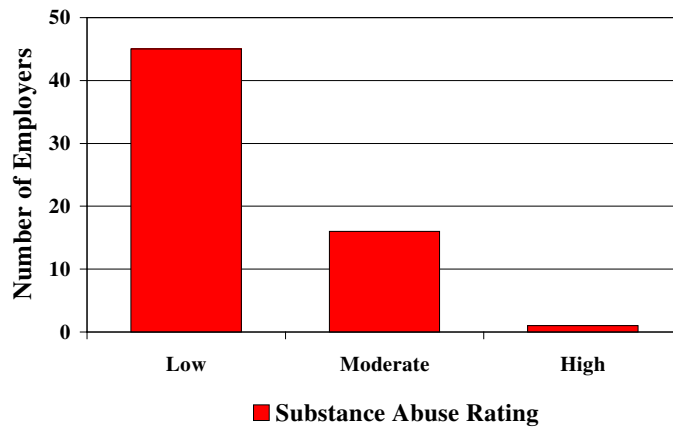
Methods of Substance Abuse Testing



Other checks in addition to substance abuse testing were reported by the responding employers and are shown in the chart below.

Checks	# of Employers
Criminal Background	53
Driver’s License	40
Nicotine	1

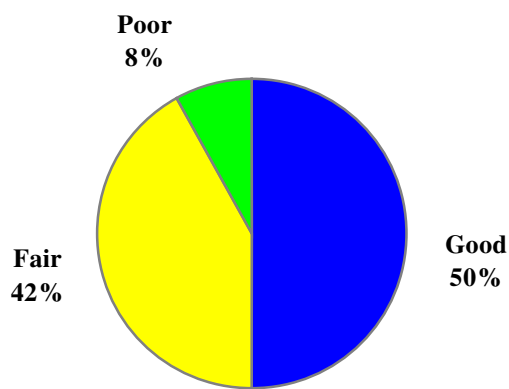
Further, employers were asked to evaluate substance abuse in the workforce as “Low”, “Moderate” or “High”.



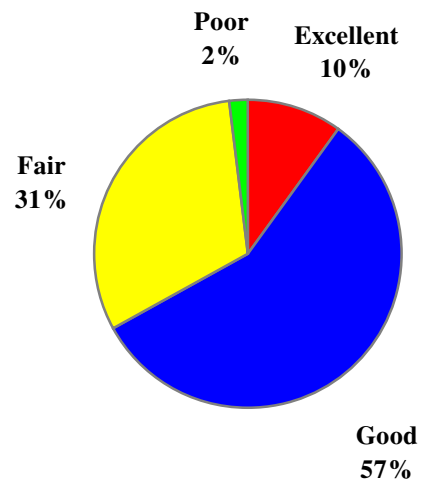
EMPLOYER RATINGS - WORKFORCE FACTORS

The participating employers were asked to rate their workers on a number of workforce factors. Those factors included, among others, worker productivity, worker reliability, basic skills and availability. Local employers were asked to rate each factor either “Excellent”, “Good”, “Fair”, or “Poor”. Following are the ratings for the above-mentioned factors as well as others.

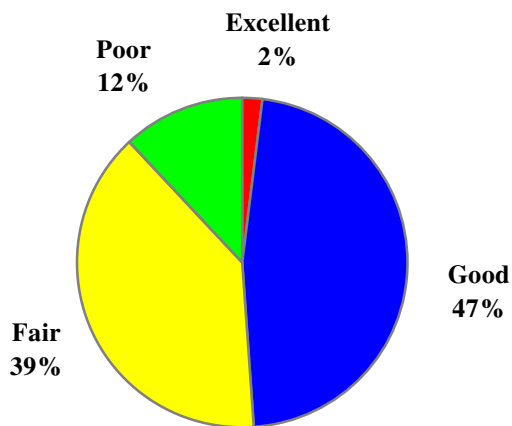
Skilled Labor Availability



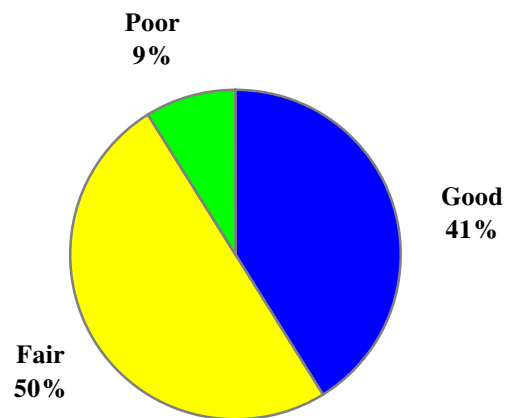
Unskilled Labor Availability



Professional Labor Availability

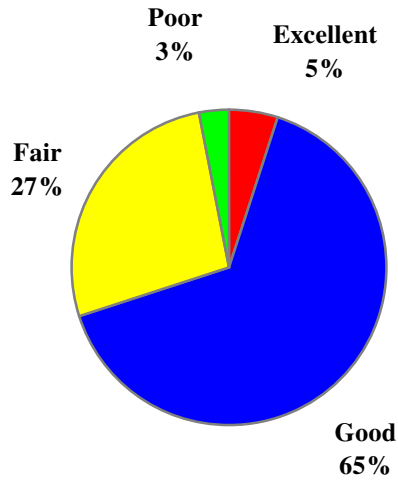


Technical Labor Availability

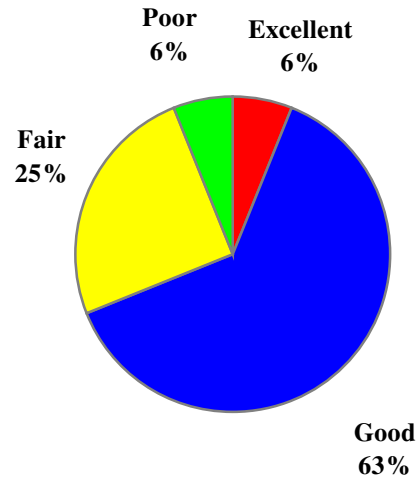


EMPLOYER RATINGS – WORKFORCE FACTORS

Productivity



Attitudes



Reliability

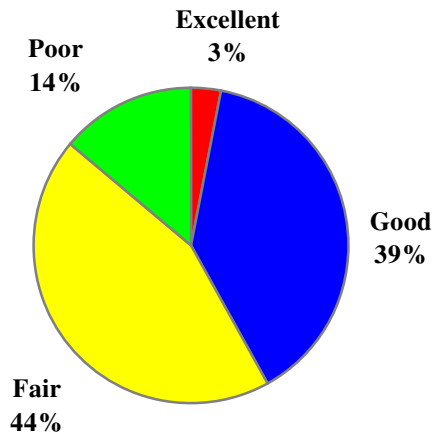


Reading Skills

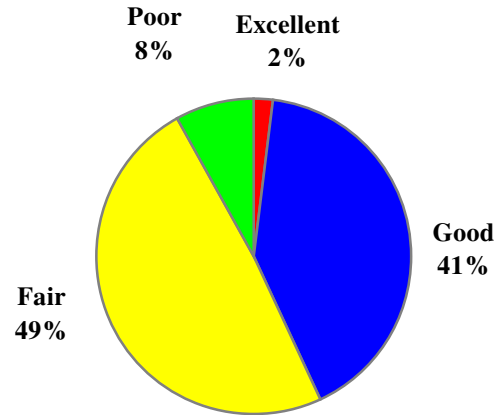


EMPLOYER RATINGS – WORKFORCE FACTORS

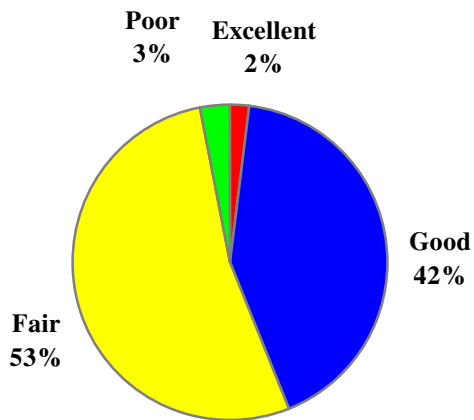
Writing Skills



Math Skills



Computer Skills

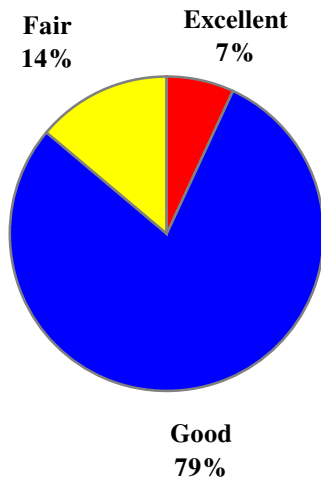


Teamwork

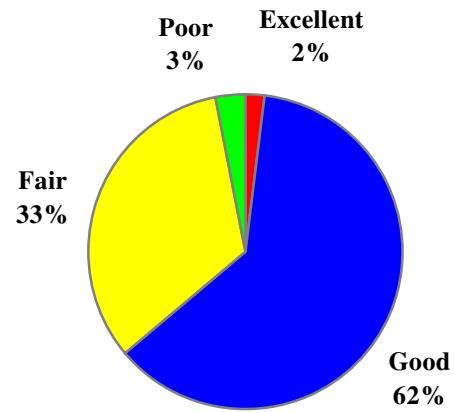


EMPLOYER RATINGS – WORKFORCE FACTORS

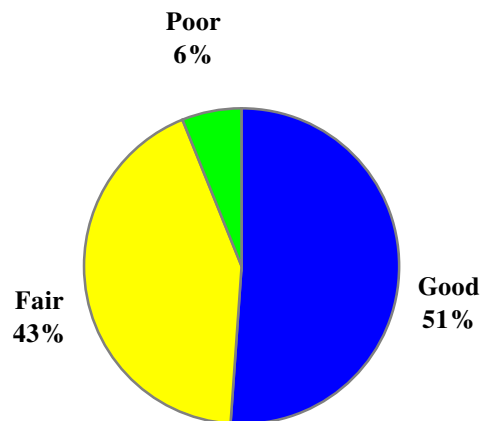
Trainability



Entry Level Skills



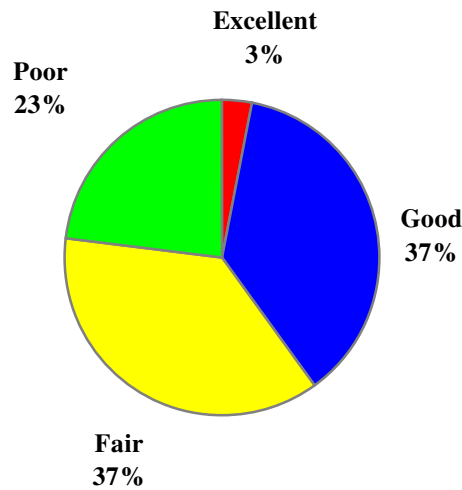
Job Readiness Skills



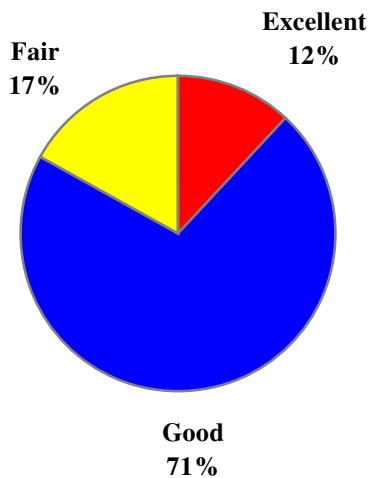
EMPLOYER RATINGS – AREA FACTORS

Further, employers are asked to rate additional factors such as the area’s transportation system, the area’s business climate in terms of cooperation and support and the area’s quality of life.

Area Transportation System



Area Business Climate



Area Quality of Life



WAGE SECTION

SUMMARY OF WAGES REPORTED

Area employers were asked to report average wage and number of employees for each hourly job classification. While companies typically have a single “entry pay rate” by job title, over time people working within that job title may have different pay rates (even in the same company) because of length of job tenure, merit raises, etc. The “average pay” in a job title reported by a participant considers the average of the pay rates of everyone in that job title. Some workers because of short tenure in that job may still be at the entry rate while others will be higher.

The wage data presented includes:

- Low Average Pay – the lowest average pay by each job title among all companies responding
- High Average Pay – the highest average pay by each job title among all companies responding
- Mean Average Pay – Each individual company reported their “average” pay within each job title. This “mean average pay” is the average of all companies participating.
- Weighted average corrects the distortion which would occur in a simple average if one company has ten employees in a position at an average of \$10 per hour and another company has one employee in the same position at \$20 per hour. The simple average of those two would be \$15 per hour, but the weighted average would be \$10.91 per hour.

The participating employers were also asked to provide average annual salary figures and number of employees for those positions held by salaried workers. The wage data presented for salaried employees is the average annual salary for all the employees in the job title when all participating companies are considered. Again, workers with that job title may have different pay rates because of length of job tenure, merit raises, etc.

Job titles are presented by Standard Occupational Classification (SOC) code. Definitions can be found in the Appendix.



WAGE SUMMARY – HOURLY WORKERS**Waco, Texas Area**

SOC CODE	WACO, TEXAS AREA HOURLY WAGE SUMMARY	Low Average Wage	High Average Wage	Mean Average Wage	Weighted Average Wage	Number Of Hourly Employees
11-1021	General and Operations Managers	\$13.00	\$50.00	\$27.00	\$19.05	20
11-3011	Administrative Services Managers	\$21.86	\$30.00	\$25.71	\$25.38	108
11-3031	Financial Managers	\$20.40	\$29.00	\$24.70	\$26.85	4
11-3121	Human Resources Managers	\$15.57	\$33.33	\$21.38	\$19.83	8
11-9199	Managers, All Other	\$12.50	\$30.00	\$17.91	\$17.51	32
13-1023	Purchasing Agents	\$15.84	\$21.45	\$18.32	\$17.57	7
13-1041	Compliance Officers	\$15.38	\$15.38	\$15.38	\$15.38	1
13-1081	Logisticians	\$20.00	\$20.00	\$20.00	\$20.00	1
13-2011	Accountants and Auditors	\$16.90	\$25.91	\$21.41	\$19.15	4
13-2099	Financial Specialists, All Other	\$13.00	\$20.34	\$16.66	\$17.24	39
15-1121	Computer Systems Analysts	\$18.33	\$22.84	\$21.25	\$20.79	7
15-1131	Computer Programmers	\$17.00	\$17.00	\$17.00	\$17.00	1
15-1151	Computer User Support Specialists	\$13.65	\$27.56	\$20.61	\$18.29	3
15-1199	Computer Occupations, All Other	\$9.50	\$21.71	\$15.42	\$15.49	15
21-1022	Healthcare Social Workers	\$10.77	\$32.00	\$21.44	\$26.68	20
23-2011	Paralegals and Legal Assistants	\$21.63	\$21.63	\$21.63	\$21.63	1
25-9031	Instructional Coordinators	\$16.00	\$16.00	\$16.00	\$16.00	1
25-9099	Education, Training, and Library Workers, All Other	\$10.00	\$30.58	\$17.53	\$21.46	36
29-1123	Physical Therapists	\$40.14	\$50.00	\$45.07	\$41.55	21
29-1141	Registered Nurses	\$15.31	\$30.00	\$25.80	\$28.72	839



SOC CODE	WACO, TEXAS AREA HOURLY WAGE SUMMARY	Low Average Wage	High Average Wage	Mean Average Wage	Weighted Average Wage	Number Of Hourly Employees
29-2061	Licensed Practical and Licensed Vocational Nurses	\$15.92	\$23.00	\$19.61	\$19.80	256
29-9099	Healthcare Practitioners and Technical Workers, All Other	\$8.23	\$28.87	\$14.95	\$24.70	935
33-2010	Firefighters	\$13.98	\$13.98	\$13.98	\$13.98	13
33-3050	Police Officers	\$20.92	\$20.92	\$20.92	\$20.92	21
35-2010	Cooks	\$9.80	\$13.35	\$11.35	\$11.84	57
35-9099	Food Preparation and Servicing-Related Workers, All Other	\$8.50	\$10.53	\$9.65	\$10.09	234
37-2011	Janitors and Cleaners	\$8.00	\$14.38	\$10.11	\$9.94	338
43-3020	Billing and Posting Clerks	\$13.14	\$13.14	\$13.14	\$13.14	4
43-3031	Bookkeeping, Accounting and Auditing Clerks	\$14.07	\$14.07	\$14.07	\$14.07	2
43-3051	Payroll and Timekeeping Clerks	\$17.96	\$17.96	\$17.96	\$17.96	2
43-4051	Customer Service Representatives	\$10.00	\$17.27	\$13.28	\$14.01	312
43-4160	Human Resources Assistants	\$18.46	\$18.46	\$18.46	\$18.46	1
43-4171	Receptionists & Information Clerks	\$10.50	\$10.50	\$10.50	\$10.50	1
43-5061	Production, Planning, and Expediting Clerks	\$11.00	\$20.81	\$15.35	\$13.88	19
43-5071	Shipping, Receiving, and Traffic Clerks	\$10.13	\$16.00	\$13.31	\$13.15	115
43-6011	Executive Secretaries and Executive Administrative Assistants	\$14.60	\$26.00	\$19.94	\$18.46	29
43-6014	Secretaries and Administrative Assistants	\$10.00	\$21.02	\$14.76	\$14.53	115
43-9011	Computer Operators	\$22.89	\$22.89	\$22.89	\$22.89	3
43-9041	Insurance Claims and Policy Processing Clerks	\$11.99	\$11.99	\$11.99	\$11.99	46
43-9051	Mail Clerks	\$14.32	\$14.32	\$14.32	\$14.32	2



SOC CODE	WACO, TEXAS AREA HOURLY WAGE SUMMARY	Low Average Wage	High Average Wage	Mean Average Wage	Weighted Average Wage	Number Of Hourly Employees
43-9061	Office Clerks, General	\$9.92	\$18.77	\$13.68	\$13.05	427
49-3023	Automotive Service Technicians and Mechanics	\$13.00	\$13.00	\$13.00	\$13.00	1
49-9071	Maintenance and Repair Workers, General	\$10.02	\$26.05	\$17.56	\$17.27	245
49-9099	Installation, Maintenance, and Repair Workers, All Other	\$11.85	\$26.01	\$19.41	\$19.81	147
51-1011	First-Line Supervisors of Production and Operating Workers	\$13.00	\$28.07	\$18.09	\$18.64	17
51-2092	Team Assemblers	\$13.37	\$15.00	\$14.06	\$14.28	183
51-4011	Computer-Controlled Machine Tool Operators, Metal and Plastic	\$13.96	\$20.72	\$17.34	\$15.03	19
51-4030	Machine Tool Cutting Setters, Operators, and Tenders, Metal and Plastic	\$19.08	\$20.61	\$19.85	\$20.36	12
51-4041	Machinists	\$12.80	\$24.26	\$18.53	\$15.57	29
51-4121	Welders, Cutters, Solderers, and Brazers	\$15.00	\$23.00	\$16.99	\$15.75	43
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	\$12.00	\$21.08	\$16.69	\$17.26	91
51-9111	Packaging and Filling Machine Operators and Tenders	\$12.00	\$18.84	\$15.94	\$15.55	113
51-9199	Production Workers, All Other	\$7.61	\$20.26	\$14.05	\$13.61	940
53-3032	Heavy and Tractor-Trailer Drivers	\$11.43	\$22.90	\$16.07	\$14.44	37
53-7051	Industrial Truck and Tractor Operators	\$11.60	\$21.36	\$15.19	\$16.31	72
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	\$9.00	\$15.00	\$12.11	\$11.87	132
53-7199	Material Moving Workers, All Other	\$8.19	\$19.00	\$13.30	\$9.58	159



WAGE SUMMARY – SALARIED WORKERS
Waco, Texas Area

SOC CODE	WACO, TEXAS AREA SALARIED WAGE SUMMARY	Average Annual Salary	Number of Salaried Employees
11-1011	Chief Executives	\$191,620.18	74
11-1021	General and Operations Managers	\$99,804.35	312
11-3011	Administrative Services Managers	\$61,965.19	99
11-3031	Financial Managers	\$88,451.06	52
11-3121	Human Resources Managers	\$74,528.96	41
11-9199	Managers, All Other	\$74,101.87	467
13-1023	Purchasing Agents	\$59,673.82	22
13-1031	Claims Adjusters, Examiners and Investigators	\$56,167.89	29
13-1081	Logisticians	\$56,499.50	18
13-1111	Management Analysts	\$77,001.60	1
13-2011	Accountants and Auditors	\$60,136.00	74
13-2053	Insurance Underwriters	\$54,392.00	6
13-2099	Financial Specialists, All Other	\$64,410.54	38
15-1121	Computer Systems Analysts	\$66,422.90	48
15-1131	Computer Programmers	\$53,516.64	27
15-1132	Software Developers, Applications	\$59,332.70	7
15-1141	Database Administrators	\$37,086.40	1
15-1142	Network and Computer Systems Administrators	\$39,998.40	1
15-1143	Computer Network Architects	\$131,670.00	1
15-1199	Computer Occupations, All Other	\$46,089.69	53
15-2011	Actuaries	\$89,300.00	2



SOC CODE	WACO, TEXAS AREA SALARIED WAGE SUMMARY	Average Annual Salary	Number of Salaried Employees
15-2031	Operations Research Analysts	\$79,996.80	1
17-2071	Electrical Engineers	\$86,378.50	2
17-2141	Mechanical Engineers	\$77,729.20	31
17-2199	Engineers, All Other	\$71,768.90	81
21-1022	Healthcare Social Workers	\$37,405.28	195
25-9031	Instructional Coordinators	\$56,084.00	21
25-9099	Education, Training, and Library Workers, All Other	\$49,857.29	1056
29-1123	Physical Therapists	\$84,856.67	14
29-1141	Registered Nurses	\$52,697.98	29
29-2061	Licensed Practical and Licensed Vocational Nurses	\$52,176.00	14
29-9099	Healthcare Practitioners and Technical Workers, All Other	\$24,167.00	3
33-2010	Firefighters	\$75,524.80	1
33-3050	Police Officers	\$86,195.20	2
35-2010	Cooks	\$38,000.00	4
35-9099	Food Preparation and Servicing-Related Workers, All Other	\$11,000.00	22
37-2011	Janitors and Cleaners	\$16,900.00	18
41-3020	Insurance Sales Agents	\$70,586.29	7
43-4051	Customer Service Representatives	\$43,422.63	42
43-5061	Production, Planning, and Expediting Clerks	\$59,971.67	20
43-5071	Shipping, Receiving, and Traffic Clerks	\$39,574.00	11
43-6011	Executive Secretaries and Executive Administrative Assistants	\$51,797.56	42
43-6014	Secretaries and Administrative Assistants	\$28,429.17	34
43-9061	Office Clerks, General	\$36,346.80	19



SOC CODE	WACO, TEXAS AREA SALARIED WAGE SUMMARY	Average Annual Salary	Number of Salaried Employees
49-3011	Aircraft Mechanics and Service Technicians	\$39,975.00	2
49-9071	Maintenance and Repair Workers, General	\$47,610.67	85
49-9099	Installation, Maintenance, and Repair Workers, All Other	\$35,400.00	55
51-1011	First-Line Supervisors of Production and Operating Workers	\$61,109.92	99
51-4030	Machine Tool Cutting Setters, Operators, and Tenders, Metal and Plastic	\$27,500.00	3
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	\$50,971.00	14
51-9111	Packaging and Filling Machine Operators and Tenders	\$36,255.00	308
51-9199	Production Workers, All Other	\$56,220.00	7
53-7051	Industrial Truck and Tractor Operators	\$44,838.00	4
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	\$35,076.00	16
53-7199	Material Moving Workers, All Other	\$27,300.00	3

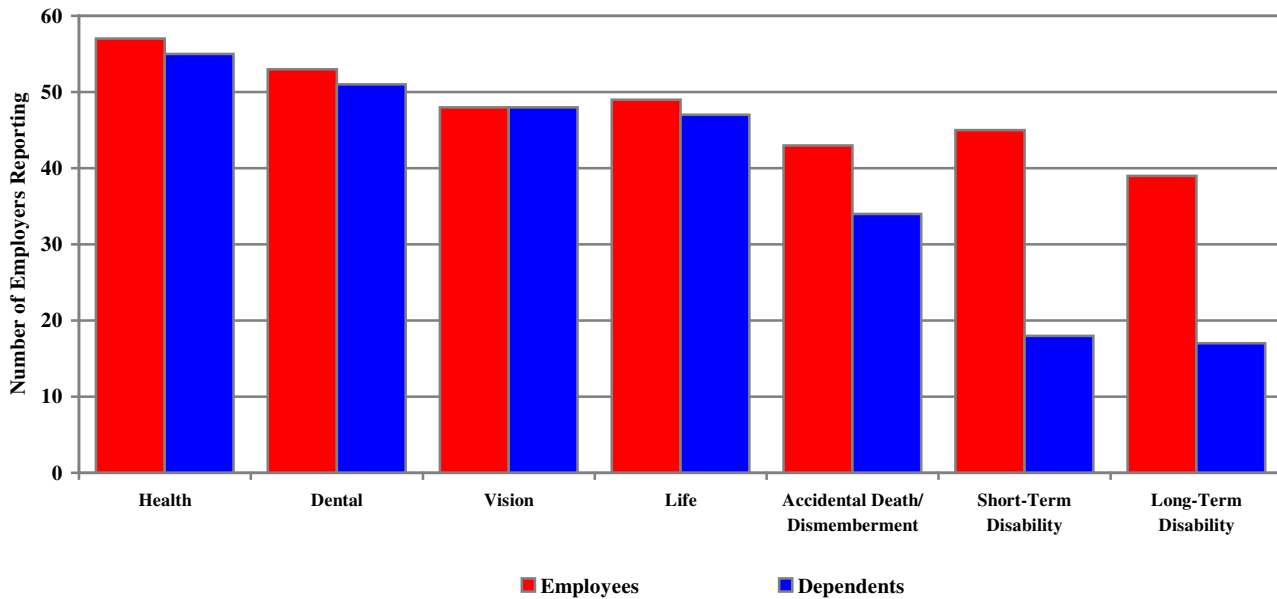


FRINGE BENEFITS SECTION

FRINGE BENEFITS – HOURLY WORKERS

The following pages deal with fringe benefits reported by the participating companies for their hourly workers. The reported benefits include insurance, financial plans, paid leave and other. The charts give the type of benefit and the number of employers offering that benefit.

INSURANCE – HOURLY WORKERS



As indicated in the above chart, 57 of the participating companies reported providing health insurance for hourly employees, and 55 companies reported providing health insurance for dependents of hourly workers.



FINANCIAL PLANS – HOURLY WORKERS

Financial Plans Offered – Hourly Workers	# of Employers
401K Plan	41
Health Savings Plan/FSA	35
Tuition Reimbursement	26
Annual Bonus	24
403B	10
Profit-Sharing Plan/Gainsharing	9
Quarterly Bonus	8
Credit Union	7
Pension Plan	7
Production/Incentive Bonus	6
IRA/SEP	5
Safety Bonus	3
Attendance Bonus	3
Savings Plan	2
Stock Purchase/Stock Options	2
ESOP/ESPP	2
Monthly Bonus	2
Childcare Assistance	1
Thrift Savings Plan	1



PAID LEAVE – HOURLY WORKERS

Type of Paid Leave – Hourly Workers	# of Employers
Holidays	56
Vacation	54
Jury Duty	50
Bereavement	49
Sick Leave	35
Personal Days	28
Family Leave (Critical Illness)	28
Military Duty	24
Maternity/Paternity	17
Court Appearances	9
PTO	1

OTHER BENEFITS – HOURLY WORKERS

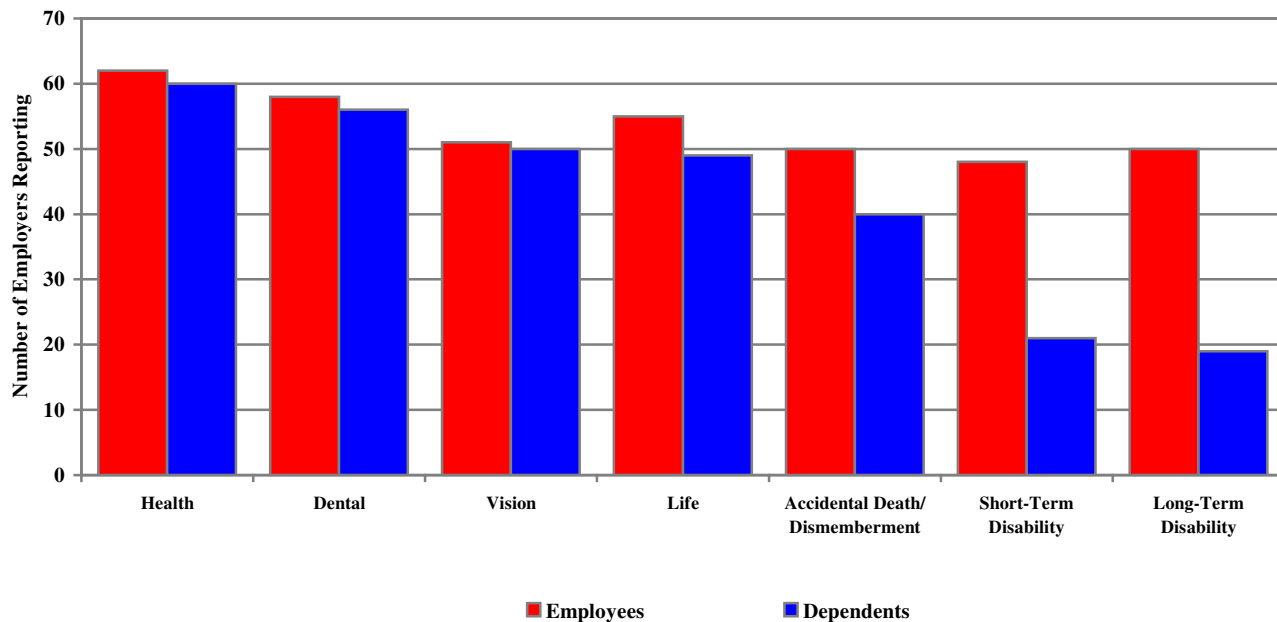
Other Benefits – Hourly Workers	# of Employers
Business Travel/Mileage	44
Supplemental Life Insurance	41
Employee Assistance Plan	32
Computer	23
Legal	21
Prescription Drug Card	19
Eyewear Discount	19
Cell Phone	16
Identity Theft	15
Uniform Discount	9
Transportation	3



FRINGE BENEFITS – SALARIED WORKERS

The following pages deal with fringe benefits reported by the participating companies for their salaried workers. The reported benefits include insurance, financial plans, paid leave and other. The charts give the type of benefit and the number of employers offering that benefit.

INSURANCE COVERAGE – SALARIED WORKERS



As indicated in the above chart, 62 of the participating companies reported providing health insurance for salaried employees, and 60 companies reported providing health insurance for dependents of salaried workers.



FINANCIAL PLANS – SALARIED WORKERS

Financial Plans Offered – Salaried Workers	# of Employers
401K Plan	44
Health Savings Plan/FSA	38
Annual Bonus	33
Tuition Reimbursement	32
Profit-Sharing Plan/Gainsharing	11
403B	10
Production/Incentive Bonus	10
Pension Plan	9
Credit Union	7
IRA/SEP	7
Quarterly Bonus	5
Stock Purchase/Stock Options	5
Attendance Bonus	3
Savings Plan	3
ESOP/ESPP	3
Monthly Bonus	3
Safety Bonus	2
Childcare Assistance	1
Thrift Savings Plan	1



PAID LEAVE – SALARIED WORKERS

Type of Paid Leave – Salaried Workers	# of Employers
Holidays	59
Vacation	56
Bereavement	54
Jury Duty	53
Sick Leave	44
Personal Days	33
Family Leave (Critical Illness)	31
Military Duty	26
Maternity/Paternity	20
Court Appearances	14
PTO	1

OTHER BENEFITS – SALARIED WORKERS

Other Benefits – Salaried Workers	# of Employers
Business Travel/Mileage	55
Cell Phone	50
Supplemental Life Insurance	46
Computer	41
Employee Assistance Plan	33
Legal	24
Prescription Drug Card	23
Eyewear Discount	23
Identity Theft	15
Transportation	10
Uniform Discount	5



APPENDIX

JOB TITLE DEFINITIONS

SOC	Job Description
11-1011	<p>Chief Executives Determine and formulate policies and provide overall direction of companies or private and public sector organizations within guidelines set up by a board of directors or similar governing body. Plan, direct, or coordinate operational activities at the highest level of management with the help of subordinate executives and staff managers.</p>
11-1021	<p>General and Operations Managers Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.</p>
11-3011	<p>Administrative Services Managers Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, facilities planning and maintenance, custodial operations, and other office support services.</p>
11-3031	<p>Financial Managers Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.</p>
11-3121	<p>Human Resources Managers Plan, direct, or coordinate human resources activities and staff of an organization.</p>
11-9199	<p>Managers, All Other All managers not listed separately.</p>
13-1023	<p>Purchasing Agents Purchase machinery, equipment, tools, parts, supplies, or services necessary for the operation of an establishment. Purchase raw or semi-finished materials for manufacturing.</p>
13-1031	<p>Claims Adjusters, Examiners, and Investigators Review settled claims to determine that payments and settlements are made in accordance with company practices and procedures. Confer with legal counsel on claims requiring litigation. May also settle insurance claims.</p>
13-1041	<p>Compliance Officers Examine, evaluate, and investigate eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities not classified elsewhere.</p>
13-1081	<p>Logisticians Analyze and coordinate the logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources.</p>
13-1111	<p>Management Analysts Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.</p>
13-2011	<p>Accountants and Auditors Examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data.</p>
13-2053	<p>Insurance Underwriters Review individual applications for insurance to evaluate degree of risk involved and determine acceptance of applications.</p>
13-2099	<p>Financial Specialists, All Other All financial specialists not listed separately.</p>
15-1121	<p>Computer Systems Analysts Analyze science, engineering, business, and other data processing problems to implement and improve computer systems. Analyze user requirements, procedures, and problems to automate or improve existing systems and review computer system capabilities, workflow, and scheduling limitations. May analyze or recommend commercially available software.</p>
15-1131	<p>Computer Programmers Create, modify, and test the code, forms, and script that allow computer applications to run. Work from specifications drawn up by software developers or other individuals. May assist software developers by analyzing user needs and designing software solutions. May develop and write computer programs to store, locate, and retrieve specific documents, data, and information.</p>



SOC	Job Description
15-1132	Software Developers, Applications Develop, create, and modify general computer applications software or specialized utility programs. Analyze user needs and develop software solutions. Design software or customize software for client use with the aim of optimizing operational efficiency. May analyze and design databases within an application area, working individually or coordinating database development as part of a team. May supervise computer programmers.
15-1141	Database Administrators Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.
15-1142	Network and Computer Systems Administrators Install, configure, and support an organization's local area network (LAN), wide area network (WAN), and Internet systems or a segment of a network system. Monitor network to ensure network availability to all system users and may perform necessary maintenance to support network availability. May monitor and test Web site performance to ensure Web sites operate correctly and without interruption. May assist in network modeling, analysis, planning, and coordination between network and data communications hardware and software. May supervise computer user support specialists and computer network support specialists. May administer network security measures.
15-1143	Computer Network Architects Design and implement computer and information networks, such as local area networks (LAN), wide area networks (WAN), intranets, extranets, and other data communications networks. Perform network modeling, analysis, and planning. May also design network and computer security measures. May research and recommend network and data communications hardware and software.
15-1151	Computer User Support Specialists Provide technical assistance to computer users. Answer questions or resolve computer problems for clients in person, or via telephone or electronically. May provide assistance concerning the use of computer hardware and software, including printing, installation, word processing, electronic mail, and operating systems.
15-1199	Computer Occupations, All Other All computer occupations not listed separately.
15-2011	Actuaries Analyze statistical data, such as mortality, accident, sickness, disability, and retirement rates and construct probability tables to forecast risk and liability for payment of future benefits. May ascertain insurance rates required and cash reserves necessary to ensure payment of future benefits.
15-2031	Operations Research Analysts Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation.
17-2071	Electrical Engineers Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.
17-2141	Mechanical Engineers Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.
17-2199	Engineers, All Other All engineers not listed separately.
21-1022	Healthcare Social Workers Provide individuals, families, and groups with the psychosocial support needed to cope with chronic, acute, or terminal illnesses. Services include advising family care givers, providing patient education and counseling, and making referrals for other services. May also provide care and case management or interventions designed to promote health, prevent disease, and address barriers to access to healthcare.
23-2011	Paralegals and Legal Assistants Assist lawyers by investigating facts, preparing legal documents, or researching legal precedent. Conduct research to support a legal proceeding, to formulate a defense, or to initiate legal action.
25-9031	Instructional Coordinators Develop instructional material, coordinate educational content, and incorporate current technology in specialized fields that provide guidelines to educators and instructors for developing curricula and conducting courses. Includes educational consultants and specialists, and instructional material directors.



SOC	Job Description
25-9099	Education, Training, and Library Workers, All Other All education, training, and library workers not listed separately.
29-1123	Physical Therapists Assess, plan, organize, and participate in rehabilitative programs that improve mobility, relieve pain, increase strength, and improve or correct disabling conditions resulting from disease or injury.
29-1141	Registered Nurses Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required.
29-2061	Licensed Practical and Licensed Vocational Nurses Care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions. May work under the supervision of a registered nurse. Licensing required.
29-9099	Healthcare Practitioners and Technical Workers, All Other All healthcare practitioners and technical workers not listed separately.
33-2010	Firefighters Control and extinguish fires or respond to emergency situations where life, property, or the environment is at risk. Duties may include fire prevention, emergency medical service, hazardous material response, search and rescue, and disaster assistance.
33-3050	Police Officers This broad occupation includes the following two detailed occupations: 33-3051 Police and Sheriff's Patrol Officers 33-3052 Transit and Railroad Police
35-2010	Cooks This broad occupation includes the following six detailed occupations: 35-2011 Cooks, Fast Food 35-2012 Cooks, Institution and Cafeteria 35-2013 Cooks, Private Household 35-2014 Cooks, Restaurant 35-2015 Cooks, Short Order 35-2019 Cooks, All Other
35-9099	Food Preparation and Serving Related Workers, All Other All food preparation and serving related workers not listed separately.
37-2011	Janitors and Cleaners Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, shampooing rugs, washing walls and glass, and removing rubbish. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk.
41-3020	Insurance Sales Agents Sell life, property, casualty, health, automotive, or other types of insurance. May refer clients to independent brokers, work as an independent broker, or be employed by an insurance company.
43-3020	Billing and Posting Clerks Compile, compute, and record billing, accounting, statistical, and other numerical data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods.
43-3031	Bookkeeping, Accounting, and Auditing Clerks Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers.
43-3051	Payroll and Timekeeping Clerks Compile and record employee time and payroll data. May compute employees' time worked, production, and commission. May compute and post wages and deductions, or prepare paychecks.
43-4051	Customer Service Representatives Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints. Excludes individuals whose duties are primarily installation, sales, or repair.
43-4160	Human Resources Assistants Compile and keep personnel records. Record data for each employee, such as address, weekly earnings, absences, amount of sales or production, supervisory reports, and date of and reason for termination. May prepare reports for employment records, file employment records, or search employee files and furnish information to authorized persons.



SOC	Job Description
43-4171	Receptionists and Information Clerks Answer inquiries and provide information to the general public, customers, visitors, and other interested parties regarding activities conducted at establishment and location of departments, offices, and employees within the organization.
43-5061	Production, Planning, and Expediting Clerks Coordinate and expedite the flow of work and materials within or between departments of an establishment according to production schedule. Duties include reviewing and distributing production, work, and shipment schedules; conferring with department supervisors to determine progress of work and completion dates; and compiling reports on progress of work, inventory levels, costs, and production problems.
43-5071	Shipping, Receiving, and Traffic Clerks Verify and maintain records on incoming and outgoing shipments. Prepare items for shipment. Duties include assembling, addressing, stamping, and shipping merchandise or material; receiving, unpacking, verifying and recording incoming merchandise or material; and arranging for the transportation of products.
43-6011	Executive Secretaries and Executive Administrative Assistants Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May also train and supervise lower-level clerical staff.
43-6014	Secretaries and Administrative Assistants Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files, or providing information to callers.
43-9011	Computer Operators Monitor and control electronic computer and peripheral electronic data processing equipment to process business, scientific, engineering, and other data according to operating instructions. Monitor and respond to operating and error messages. May enter commands at a computer terminal and set controls on computer and peripheral devices.
43-9041	Insurance Claims and Policy Processing Clerks Process new insurance policies, modifications to existing policies, and claims forms. Obtain information from policyholders to verify the accuracy and completeness of information on claims forms, applications and related documents, and company records. Update existing policies and company records to reflect changes requested by policyholders and insurance company representatives.
43-9051	Mail Clerks Prepare incoming and outgoing mail for distribution. Use hand or mail handling machines to time stamp, open, read, sort, and route incoming mail; and address, seal, stamp, fold, stuff, and affix postage to outgoing mail or packages. Duties may also include keeping necessary records and completed forms.
43-9061	Office Clerks, General Perform duties too varied and diverse to be classified in any specific office clerical occupation, requiring knowledge of office systems and procedures. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of answering telephones, bookkeeping, typing or word processing, stenography, office machine operation, and filing.
49-3011	Aircraft Mechanics and Service Technicians Diagnose, adjust, repair, or overhaul aircraft engines and assemblies, such as hydraulic and pneumatic systems. Includes helicopter and aircraft engine specialists.
49-3023	Automotive Service Technicians and Mechanics Diagnose, adjust, repair, or overhaul automotive vehicles.
49-9071	Maintenance and Repair Workers, General Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of an establishment in repair. Duties may involve pipe fitting; boiler making; insulating; welding; machining; carpentry; repairing electrical or mechanical equipment; installing, aligning, and balancing new equipment; and repairing buildings, floors, or stairs.
49-9099	Installation, Maintenance, and Repair Workers, All Other All installation, maintenance, and repair workers not listed separately.
51-1011	First-Line Supervisors of Production and Operating Workers Directly supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators.



SOC	Job Description
51-2092	<p>Team Assemblers Work as part of a team having responsibility for assembling an entire product or component of a product. Team assemblers can perform all tasks conducted by the team in the assembly process and rotate through all or most of them rather than being assigned to a specific task on a permanent basis. May participate in making management decisions affecting the work. Includes team leaders who work as part of the team.</p>
51-4011	<p>Computer-Controlled Machine Tool Operators, Metal and Plastic Operate computer-controlled machines or robots to perform one or more machine functions on metal or plastic work pieces.</p>
51-4030	<p>Machine Tool Cutting Setters, Operators, and Tenders, Metal and Plastic This broad occupation includes the following five detailed occupations: 51-4031 Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic 51-4032 Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4033 Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4034 Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic 51-4035 Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic</p>
51-4041	<p>Machinists Set up and operate a variety of machine tools to produce precision parts and instruments. Includes precision instrument makers who fabricate, modify, or repair mechanical instruments. May also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, mathematics, metal properties, layout, and machining procedures.</p>
51-4121	<p>Welders, Cutters, Solderers, and Brazers Use hand-welding, flame-cutting, hand soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.</p>
51-9061	<p>Inspectors, Testers, Sorters, Samplers, and Weighers Inspect, test, sort, sample, or weigh nonagricultural raw materials or processed, machined, fabricated, or assembled parts or products for defects, wear, and deviations from specifications. May use precision measuring instruments and complex test equipment.</p>
51-9111	<p>Packaging and Filling Machine Operators and Tenders Operate or tend machines to prepare industrial or consumer products for storage or shipment. Includes cannery workers who pack food products.</p>
51-9199	<p>Production Workers, All Other All production workers not listed separately.</p>
53-3032	<p>Heavy and Tractor-Trailer Truck Drivers Drive a tractor-trailer combination or a truck with a capacity of at least 26,000 pounds Gross Vehicle Weight (GVW). May be required to unload truck. Requires commercial drivers' license.</p>
53-7051	<p>Industrial Truck and Tractor Operators Operate industrial trucks or tractors equipped to move materials around a warehouse, storage yard, factory, construction site, or similar location.</p>
53-7062	<p>Laborers and Freight, Stock, and Material Movers, Hand Manually move freight, stock, or other materials or perform other general labor.</p>
53-7199	<p>Material Moving Workers, All Other All material moving workers not listed separately.</p>





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