

SCHEDULE A

JOB CLASSIFICATIONS BY GRADES

Part I – Positions not covered by collective bargaining agreements.

GRADE 15

Facilities Management Director	FMD
Director of Public Works	DPW
Chief Financial Officer	FIN
Information Technology Director	IT
Human Resources Director	HRB
Library Director	LIB

GRADE 14

Town Engineer	DPW
Public Health Director	BOH
Treasurer/Collector	TRS
Planning Director	PLN
Assistant Director/Program Manager	DPW
Assistant Executive Director	SEL
Inspector of Buildings	BSDG
Director of Assessing	ASR
Design/Construction Manager	FMD

GRADE 13

Council on Aging Director	COA
Natural Resources Director	NRC
Recreation Director	REC
Superintendent, Highway	DPW
Superintendent, Recycling and Disposal Facility	DPW
Superintendent, Water and Sewer	DPW
Superintendent, Park/Tree	DPW
Assistant Town Engineer	DPW

GRADE 12

Assistant Library Director	LIB
Deputy Director of Recreation	REC
Assistant Finance Director	FIN
Project Manager	FMD
Assistant Superintendent, Park/Tree	DPW
Assistant Superintendent, Highway	DPW
Assistant Superintendent, Water & Sewer	DPW

GRADE 11

Senior Management Analyst/Administrative Services Manager	DPW
Custodial Manager	FMD
Maintenance Manager	FMD
Operations Manager	FMD
Public Health Nursing Supervisor	BOH

GRADE 10

Assistant Human Resources Director	HRB
Finance/Office Manager	FMD
Public Information Officer	SEL
Payroll Manager	FIN
Senior Environmental Health Specialist	BOH
Youth Director	YC
Sustainability Director	SEL
Senior Community Social Worker	BOH

GRADE 9

Senior Civil Engineer	DPW
Transportation and Mobility Manager	SEL
Assistant Director Council on Aging	COA
Senior Planner	PLN
Veterans Services Director	VET

GRADE 8

Assistant Treasurer/Collector	TRS
Principal Assessor	ASR
Local Inspector	BLDG
Civil Engineer	DPW
Wetlands Administrator	NRC
Plumbing & Gas Inspector	BLDG
Inspector of Wires	BLDG
Human Resources Generalist/Recruiter	HRB
Water/Sewer Operations Analyst	DPW

GRADE 7

Community Health Coordinator	BOH
Support Services Manager	SEL
Finance/Budget Analyst	FIN
Health/Social Service Administrator	COA
Public Health Nurse	BOH
Program Coordinator	REC
Business Manager, RDF	DPW
Community Social Worker	BOH
Deputy Director, Veterans Services	VET
Staff Engineer	DPW
Safety Manager	DPW
Workers' Compensation & Leave Coordinator	HRB
Fire Apparatus Mechanic/Storekeeper	FIRE

GRADE 6

Sustainability Analyst	SEL
Environmental Health Specialist	BOH
Senior Account Clerk/Parking Collection	TRS
Operations Administrator	ADV
Environmental Education/Outreach Compliance Coordinator	NRC
Planner	PLN
Benefit Specialist/Analyst	HRB
Executive Secretary	ZBA

Management Analyst	DPW
Assistant Town Clerk	TC
GRADE 5	
Executive Assistant	DPW
COA Volunteer Coordinator	COA
Assistant Administrator	ASR
Senior Activities Coordinator	COA
Office Administrator	COA
Office Administrator	BOH
Office Administrator	DPW
Office Administrator	PLN
Office Administrator	LIB
Records Manager	POL
Voter Registration Administrator	TC
Licensing/Elections Administrator	TC
Administrative Assistant	FMD
Accounting Specialist	FIN
Project Financial Analyst	FMD
Senior Office Assistant	DPW
Personnel Administrative Assistant	HRB
Permit Administrator	BLDG
Senior Management Assistant	DPW
GRADE 4	
Animal Control Officer	POL
Bookkeeper	LIB
Accounting Assistant	POL
Administrative Assistant	FIRE
Senior Accounting Clerk	TRS
Senior Assessing Clerk	ASR
GRADE 3	
Office Assistant	FMD
Office Assistant, RDF	DPW
NRC Secretary	NRC
Accounting Clerk	TRS
Secretary II	REC
Office Assistant	BOH
Office Assistant, Water and Sewer	DPW
Office Assistant, Engineering	DPW
GRADE 2	
Activities Assistant	COA
Department Assistant	COA
Bus Driver	COA
Secretary	REC
GRADE 1	
Night Watchperson	DPW
Custodian (part-time)	FMD

JOB CLASSIFICATIONS BY GROUPS

Part II – Positions remaining in Hay System not covered by collective bargaining agreements.

GROUP 58

Applications and Project Manager	IT
Network and Cybersecurity Manager	IT
IT Director/Library	IT/LIB

GROUP 57

Enterprise Applications Manager	
GIS Manager	IT

GROUP 56

Cybersecurity Administrator	IT
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GROUP 55

Applications Administrator	IT
Database Administrator	IT
GIS Administrator	IT
Systems Administrator	IT

GROUP 54

Desktop Technician	IT
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Part III Positions covered by collective bargaining agreements

GROUP S55

Fleet Maintenance	DPW
Supervisor General Foreman, All Divisions	
RDF Supervisor	

GROUP S54

Customer Services Supervisor	MLP
Overhead Line Foreman	MLP
Supervisor of Accounting	MLP
Underground Line Foreman	MLP

GROUP S53

Coordinator, MLP	MLP
Signal Alarm Foreman	MLP

GROUP S50

Collections Representative	MLP
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GROUP 22

Crew Leader	MLP
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GROUP 21

Electrician A	MLP
Lead Cablesplicer	MLP
Lead Lineman	MLP

GROUP 20

Automotive Mechanic Foreman A	DPW
Cablesplicer, 1st Class	MLP
Chief Substation Operator, Municipal Light Plant	MLP
Construction Craftsman, Highway Division	DPW
Construction Foreman/MLP	MLP
Foreman A - All Divisions	DPW
Foreman A - Athletic Fields	DPW
Foreman A – Automotive Mechanic	DPW
Foreman A - Highway	DPW
Foreman A – Park Construction	DPW
Foreman A – Recycling	DPW
Foreman A – Tree Care	DPW
Foreman A – Lead Water Treatment Operator	DPW
Horticultural Technician	DPW
Lineman, 1st Class	MLP
Senior Welder	DPW

GROUP 19

Lead Tree Care Specialist, Park, and Tree Division	DPW
Meter and Sign Repair Person, Highway Division	DPW
Meter/Backflow Prevention Device Coordinator	DPW

GROUP 18

Engineering Technician	MLP
Fleet Maintenance Mechanic	DPW
Foreman B - All Divisions	DPW
Groundskeeping Foreman, Park and Tree Division	DPW
Highway Craftsman	DPW
Lead Baler	DPW
Park Construction Craftsman	DPW
Primary Water Treatment Plant Operator	DPW
Welder	DPW

GROUP 17

Apprentice Lineworker/Stockkeeper	MLP
Cablesplicer, 2nd Class	MLP
Construction Equipment Operator	DPW
Lineman, 2nd Class	MLP
Meter/Backflow Prevention Device Technician	DPW
Park Facilities Technician	DPW
Park Technical Services Craftsman	DPW
Power Shovel Operator, Water and Sewer Division	DPW
Stockkeeper, Automotive	DPW
Stockkeeper, Water and Sewer	DPW
Substation Operator, Municipal Light Plant	MLP
Tractor Trailer Operator	DPW
Tree Climber, Park, and Tree Division	DPW

GROUP 16

Engineering Technician II	MLP
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Fleet Maintenance Shop Assistant	DPW
General Mechanic A, Water and Sewer Division	DPW
Groundskeeper, Park, and Tree Division	DPW
Head Custodian	DPW
Heavy Equipment Operator, Highway Division	DPW
Lead Meter Reader	MLP
Secondary Water Treatment Plant Operator	DPW
Stockkeeper, Municipal Light Plant	MLP
Transfer Haul Equip. Operator, RDF	DPW

GROUP 15

Industrial Equipment Operator, RDF	DPW
Medium Equipment Operator, Highway Division	DPW
Medium Equipment Operator, Park, and Tree Division	DPW
Truck Driver A/Laborer, Water and Sewer Division	DPW

GROUP 14

Building Maintenance Person, Highway Division	DPW
Cablesplicer Helper, Municipal Light Plant	MLP
Custodian	DPW
Groundman, Municipal Light Plant	MLP

GROUP 13

Park Maintenance Worker	DPW
Permit Verifier/Trash Collector, RDF	DPW

GROUP 12

Light Equipment Operator, Park, and Highway Divisions	DPW
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GROUP 11

Laborer - All Divisions	DPW
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GROUP K23

HVAC Technician	FMD
Plumber	FMD
Electrician	FMD

GROUP K22

Facility Supervisor	FMD
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GROUP K21

Middle School Head Custodian	FMD
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GROUP K18

Inventory and Equipment Technician	FMD
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GROUP K17

Custodian Night Supervisor	FMD
Elementary Head Custodian	FMD

GROUP K15

Custodian	FMD
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GROUP D47

Dispatcher	POL
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GROUP L17

Public Services Coordinator	LIB
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GROUP L16

Acquisitions and Cataloging Services Supervisor	LIB
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Children's Services Supervisor	LIB
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Information Services Supervisor	LIB
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GROUP L15

Branch Libraries Supervisor	LIB
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Interlibrary Loan Supervisor	LIB
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GROUP L14

Librarian	LIB
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GROUP L11

Circulation Services Supervisor	LIB
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GROUP L9

Assistant Circulation Services Supervisor	LIB
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Facilities Supervisor	FAC
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GROUP L7

Technology and Innovation Assistant	LIB
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GROUP L6

Acquisitions Specialist	LIB
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Cataloging Assistant	LIB
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GROUP L4

Library Assistant	LIB
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GROUP L3

Library Assistant	LIB
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Preservation Assistant	LIB
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GROUP C4

Custodian	LIB
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GROUP P40

Lieutenant	POL
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GROUP P30

Sergeant	POL
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GROUP P20

Detective	POL
Prosecuting Officer	POL
Safety Officer	POL

GROUP P18

Police Officer – EMT	POL
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GROUP P15

Police Officer – Special	POL
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GROUP P10

Police Officer	POL
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GROUP F40

Deputy Chief	FIR
Deputy Chief, Special Services	FIR

GROUP F30

Lieutenant	FIR
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GROUP F10

Firefighter	FIR
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GROUP D47

Dispatcher	POL
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GENERAL GROUP: This group includes all part-time, seasonal, casual, special, and other jobs or positions not otherwise classified above, whose job titles shall be as shown on the personnel records of the Human Resources Board.

The rates of pay, as shown in the personnel records of the Human Resources Board, shall continue in effect until otherwise adjusted by the Human Resources Board or by amendment of the Plan.