

Eastern Michigan University
Salary and Wage Schedule-Clerical/Secretarial (CS) Step Plan
Effective: July 1, 2023

<i>Step</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	
<i>Grade</i>	<i>Minimun</i>										<i>Maximum</i>	
04	Annual*	38,623	39,864	41,101	42,337	43,574	44,814	46,049	47,288	48,527	49,762	51,001
	Hourly	18.57	19.17	19.76	20.35	20.95	21.55	22.14	22.73	23.33	23.92	24.52
05	Annual*	43,441	44,976	46,513	48,048	49,583	51,119	52,653	54,189	55,725	57,258	58,795
	Hourly	20.89	21.62	22.36	23.10	23.84	24.58	25.31	26.05	26.79	27.53	28.27
06	Annual*	47,230	49,140	51,047	52,957	54,865	56,773	58,683	60,593	62,499	64,409	66,319
	Hourly	22.71	23.63	24.54	25.46	26.38	27.29	28.21	29.13	30.05	30.97	31.88
07	Annual*	53,829	56,154	58,481	60,805	63,130	65,455	67,781	70,105	72,431	74,756	77,079
	Hourly	25.88	27.00	28.12	29.23	30.35	31.47	32.59	33.70	34.82	35.94	37.06

- > CS employees are required to complete 6 or more years of service, on or after January 1, 2010, in order to be eligible for their initial step increase.
- > The initial step to be slotted into will be the first available step with a salary value greater than their current salary at time of eligibility.
- > After the CS employee receives their initial step assignment/increase, he/she will require two (2) additional years of service in order to move to the next step in the pay grade.
- > CS employees are required to have an overall performance rating that they "consistantly" or "frequently" satisfy performance requirements in order to be eligible for a step increase.
- > Annual * as shown assumes being compensated for 2,080 hours.