

## CompGeo Online™ Report Series Sample

### CompGeo Online Report Selection

An important part of your CompGeo Online ordering process is selection of a Report Type. Report Types include Basic, Standard, Extended, Professional-Regional and Professional-Nationwide. Each Report Type has available the AFL (All Job Family Levels) Report Option. The AFL Option includes all jobs in the same Job Family and Area in the report. Extended and Professional Reports provide enhanced Geographic Salary Differential coverage.

The sample page(s) of the CompGeo Online Report requested begin on the next page. See CompGeo Online Professional for advanced options with wide group and region coverage.

### Proprietary Materials Agreement

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### Disclaimer

Subscriber further understands that there are no warranties or guarantees, either express or implied relative to the usefulness or applicability of information contained in the CompGeo Report Series with respect to any particular situation.

Subscribers understand that all salary survey results are, in general, subject to sampling error since the entire universe of applicable employers is never totally surveyed; and that consultation with multiple survey sources is always recommended.

# CompGeo(tm) Online Associate Career Occupation Group Report Sample Pages

**Region: Mid Atlantic**

**Occupation: Human Resources**

**Survey Area: Baltimore**

**Initial Forecast Date Option: January 1, 2005**

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## Baltimore

### Clerical - Human Resources Job Family

#### Human Resource Clerks, Except Payroll and Timekeeping

Industry/Sector: All      Human Resource Clerks, Except Payroll and Timekeeping      Incumbent Count: 1,343

Forecast Dates	Mean	Median	Annual Increase		Confidence Intervals (Low/High)			
			Assumption	Mean	Mean	Median	Low	High
January 1, 2005	33,139	32,180	3.30	31,645	34,633	30,729	33,631	
January 1, 2006	36,132	35,086	4.10	34,503	37,760	33,505	36,668	
January 1, 2007	38,195	37,090	4.30	36,473	39,917	35,418	38,762	
January 1, 2008	40,183	39,020	4.40	38,371	41,994	37,261	40,779	

#### Initial Forecast Option - Estimated Competitive Salary Ranges

Quartiles - Min: 27,616    1st Quartile: 30,377    Mid: 33,139    3rd Quartile: 35,900    Max: 38,662  
 Terciles - Min: 27,616    1st Tercile: 31,298    2nd Tercile: 34,980    Max: 38,662

#### Initial Forecast Option - Selected Career Length and Performance Based Factors

Years In Occupation: 3 to 5      Performance Level: Meets Expectations  
 Direct Compensation Estimates: Low: 31,298      High: 34,980

Area/Region	Mean	Geographic Differential	Median	Geographic Differential
National	33,691	98.4	32,551	98.9

Benchmark Title: Human Resource Clerks, Except Payroll and Timekeeping      Survey Area: Baltimore  
 Occupation: Human Resources      Job Family: Clerical - Human Resources      Industry: All

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# CompGeo(tm) Online Associate

## Career Occupation Group Report Sample Pages

**Region: Mid Atlantic**

**Occupation: Human Resources**

**Survey Area: Baltimore**

**Initial Forecast Date Option: January 1, 2005**

**Proprietary And Confidential - For Use By Report Licensee Only**

### Human Resources Clerk/Assistant II (Junior)

Industry/Sector: All	Human Resources Clerk/Assistant II (Junior)			Incumbent Count: 138	
	Annual Increase		Confidence Intervals (Low/High)		
Forecast Dates	Mean	Median	Assumption	Mean	Median
January 1, 2005	32,520	32,975	3.30	31,054 / 33,986	31,488 / 34,461
January 1, 2006	35,457	35,953	4.10	33,859 / 37,056	34,332 / 37,574
January 1, 2007	37,482	38,006	4.30	35,793 / 39,172	36,293 / 39,719
January 1, 2008	39,433	39,984	4.40	37,655 / 41,210	38,181 / 41,786

#### Initial Forecast Option - Estimated Competitive Salary Ranges

Quartiles - Min:	27,100	1st Quartile:	29,810	Mid:	32,520	3rd Quartile:	35,230	Max:	37,940
Terciles - Min:	27,100	1st Tercile:	30,713	2nd Tercile:	34,327	Max:	37,940		

#### Initial Forecast Option - Selected Career Length and Performance Based Factors

Years In Occupation:	3 to 5	Performance Level:	Meets Expectations
Direct Compensation Estimates: Low:	30,713	High:	34,327

Area/Region	Mean	Geographic Differential	Median	Geographic Differential
National	32,300	100.7	32,058	102.9

Benchmark Title: Human Resources Clerk/Assistant II (Junior)      Survey Area: Baltimore  
 Occupation: Human Resources      Job Family: Clerical - Human Resources      Industry: All

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## CompGeo(tm) Online Associate Career Occupation Group Report Sample Pages

**Region: Mid Atlantic**

**Occupation: Human Resources**

**Survey Area: Baltimore**

**Initial Forecast Date Option: January 1, 2005**

### Proprietary And Confidential - For Use By Report Licensee Only

Industry/Sector: <b>Government</b>	Human Resources Clerk/Assistant II (Junior)				Incumbent Count: <b>124</b>	
	Annual Increase			Confidence Intervals (Low/High)		
Forecast Dates	Mean	Median	Assumption	Mean	Median	
January 1, 2005	32,603	33,688	3.30	31,133 / 34,073	32,169	35,207
January 1, 2006	35,547	36,730	4.10	33,945 / 37,150	35,075	38,386
January 1, 2007	37,577	38,828	4.30	35,883 / 39,271	37,078	40,578
January 1, 2008	39,533	40,848	4.40	37,751 / 41,315	39,007	42,690

### Initial Forecast Option - Estimated Competitive Salary Ranges

Quartiles - Min:	27,169	1st Quartile:	29,886	Mid:	32,603	3rd Quartile:	35,320	Max:	38,037
Terciles - Min:	27,169	1st Tercile:	30,792	2nd Tercile:	34,414	Max:	38,037		

### Initial Forecast Option - Selected Career Length and Performance Based Factors

Years In Occupation:	3 to 5	Performance Level:	Meets Expectations
Direct Compensation Estimates: Low:	30,792	High:	34,414

Area/Region	Mean	Geographic Differential	Median	Geographic Differential
National	36,342	89.7	37,362	90.2

Benchmark Title: **Human Resources Clerk/Assistant II (Junior)**

Survey Area: **Baltimore**

Occupation: **Human Resources**

Job Family: **Clerical - Human Resources**

Industry: **Government**

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# CompGeo(tm) Online Associate

## Career Occupation Group Report Sample Pages

**Region: Mid Atlantic**

**Occupation: Human Resources**

**Survey Area: Baltimore**

**Initial Forecast Date Option: January 1, 2005**

**Proprietary And Confidential - For Use By Report Licensee Only**

### Human Resources Clerk/Assistant III (Fully Qualified)

Industry/Sector: All	Human Resources Clerk/Assistant III (Fully Qualified)				Incumbent Count: 134
	Annual Increase		Confidence Intervals (Low/High)		
Forecast Dates	Mean	Median	Assumption	Mean	Median
January 1, 2005	37,588	37,966	3.30	35,894 / 39,283	36,255 / 39,678
January 1, 2006	40,983	41,395	4.10	39,136 / 42,831	39,529 / 43,261
January 1, 2007	43,324	43,759	4.30	41,371 / 45,277	41,786 / 45,732
January 1, 2008	45,578	46,036	4.40	43,523 / 47,633	43,961 / 48,111

#### Initial Forecast Option - Estimated Competitive Salary Ranges

Quartiles - Min:	31,324	1st Quartile:	34,456	Mid:	37,588	3rd Quartile:	40,721	Max:	43,853
Terciles - Min:	31,324	1st Tercile:	35,500	2nd Tercile:	39,676	Max:	43,853		

#### Initial Forecast Option - Selected Career Length and Performance Based Factors

Years In Occupation:	3 to 5	Performance Level:	Meets Expectations
Direct Compensation Estimates: Low:	35,500	High:	39,676

Area/Region	Mean	Geographic	
		Differential	Median
National	39,597	94.9	39,449

Benchmark Title: Human Resources Clerk/Assistant III (Fully Qualified)      Survey Area: Baltimore  
 Occupation: Human Resources      Job Family: Clerical - Human Resources      Industry: All

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## CompGeo(tm) Online Associate Career Occupation Group Report Sample Pages

**Region: Mid Atlantic**

**Occupation: Human Resources**

**Survey Area: Baltimore**

**Initial Forecast Date Option: January 1, 2005**

### Proprietary And Confidential - For Use By Report Licensee Only

Industry/Sector: <b>Government</b>	Human Resources Clerk/Assistant III (Fully Qualified)				Incumbent Count: 93	
	Annual Increase			Confidence Intervals (Low/High)		
Forecast Dates	Mean	Median	Assumption	Mean	Median	
January 1, 2005	36,865	37,014	3.30	35,203 / 38,527	35,345 / 38,682	
January 1, 2006	40,195	40,357	4.10	38,383 / 42,007	38,537 / 42,176	
January 1, 2007	42,490	42,661	4.30	40,575 / 44,406	40,738 / 44,584	
January 1, 2008	44,701	44,881	4.40	42,686 / 46,716	42,858 / 46,904	

### Initial Forecast Option - Estimated Competitive Salary Ranges

Quartiles - Min:	30,721	1st Quartile:	33,793	Mid:	36,865	3rd Quartile:	39,937	Max:	43,009
Terciles - Min:	30,721	1st Tercile:	34,817	2nd Tercile:	38,913	Max:	43,009		

### Initial Forecast Option - Selected Career Length and Performance Based Factors

Years In Occupation:	3 to 5	Performance Level:	Meets Expectations
Direct Compensation Estimates: Low:	34,817	High:	38,913

Area/Region	Mean	Geographic Differential	Median	Geographic Differential
National	42,235	87.3	42,862	86.4

Benchmark Title: **Human Resources Clerk/Assistant III (Fully Qualified)**      Survey Area: **Baltimore**  
Occupation: **Human Resources**      Job Family: **Clerical - Human Resources**      Industry: **Government**

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## CompGeo Online Reports Help (page 1 of 5)

### Viewing CompGeo Reports With The Adobe Acrobat Reader

CompGeo Report Portable Document Files (PDF) are compatible with Adobe Acrobat Viewers v7.1 and higher. Version 8 or higher is recommended.

A variety of adjustments may be necessary to optimize viewing of CompGeo Reports with the Adobe Acrobat Viewer.

Viewing is best accomplished with the Adobe Acrobat Viewer run stand-alone and not part of a Web Browser. This provides more actual viewing area.

CompGeo Reports are set to automatically use the **Fit Visible CNTL+M** Acrobat Reader Macro to maximize viewing area while at the same time eliminating the need for scrolling the report horizontally.

Actual report pages will have more detail than introductory and reference pages and the magnification/zoom level will vary with the Fit Visible mode.

If further adjustments are needed in viewer magnification/zoom, either use the Adobe Acrobat View pull down menu to make selections or click on the magnification/zoom percent indicator at the bottom left of the Acrobat Reader Frame which will result in a pop-up magnification/zoom manual adjustment entry window.

A larger report viewing area in **FIT Visible** mode can be acquired by using **Full Screen** Mode in combination with **Fit Visible** Mode. This is accomplished by first implementing **Full Screen** mode by using the Adobe Acrobat Reader Key Combination **CNTL+Shift+L** or by selecting the option **Full Screen** from the Acrobat Reader **View** pull down menu. Following election of **Full Screen** Mode select or re-select **FIT Visible** mode.

## CompGeo Online Reports Help (page 2 of 5)

### About CompGeo Online Reports

CompGeo Online Reports can provide Geographic Salary Information for an individual job or all jobs within a Job Family across a variety of Occupational Groups and Geographic Regions.

Geographic Salary Differentials are included in Extended and Professional Report Options.

Salary Information forecasts are made to a specific date based upon options elected when the CompGeo Online Report was ordered which include Forecast Date and Average Annual Salary Increase Assumption.

This flexibility is unique to CompGeo Online and CompGeo Online Professional Reports. It allows for a range of forecast annual average salary increase assumptions wide enough to allow for individual, organization, sector and other considerations that effect annual salary movement for a particular job or job group.

*CompGeo Online Professional* Reports - [compensation-online.com/gprohome.html](http://compensation-online.com/gprohome.html) provide Geographic Salary Information for a variety of Occupational Groups and Geographic Regions. Separate reports are available each Occupation Group/Region and Industry Sector/Region combinations. The new CompGeo Online Professional Forecast Library has both online 24 X 7 subscription and Library-on-CD options available.

### Report Organization

CompGeo Reports are organized/sorted in the order listed in the table to the right. Geographic Survey Areas are noted in green bands on the report which each Survey Job Title appears in a blue band.

<i>CompGeo Report Sort Order</i>
<i>Geographic Survey Area</i>
<i>Survey Job Title</i>
<i>Industry/Sector</i>

## CompGeo Online Reports Help (page 3 of 5)

### Definition Of Terms

**Region** – broad geographic reference area in the United States and neighboring areas. Current Regions include North East, Middle Atlantic, South East, Caribbean, Great Lakes, Mid West, North West, Mountain, Pacific and South West.

**Industry** – refers to Industry/Sector combination. A complete listing of Industry/Sector codes is provided on page 4 of CompGeo Reports Help.

**Mean** – Average Salary (weighted). This salary figure is computed by computing the average of direct compensation paid across organizations for a particular sector, weighted by the number of employees in the survey benchmark. Industry and Sector Codes are defined on the next page. Organizations with more employees in a survey job have a greater effect on the average than those organizations with fewer employees.

**Median** – 50<sup>th</sup> percentile or “middle salary”. Median is less affected by organizations that compensate jobs way above or below the average which are sometimes referred to as “outliers” since they are far away from the overall market trend. Some organizations refer more on median than average salary figures as a truer guide of the central market trend for a given job.

**Forecast** – Indicates that salary figures are projected to the Forecast Date shown in the Report Heading. A range of forecasts are provided.

## CompGeo Online Reports Help (page 4 of 5)

### Industry Codes Defined

Industry Codes and descriptions are shown in the table on the right. Larger metropolitan survey areas will have more industry/sector combinations present than smaller survey areas.

Comparative Salaries across different Industry/Sectors may vary significantly. Also, it is important to remember that each organization typically has a pay policy which determines goals with respect how competitive the organization wants to be relative to the market as a whole and sometimes, for specific occupations. Some organizations may want to pay 'about average', 'above average' or 'below the market' depending upon specific competitive market pressure or lack thereof.

<i>Industry/Sector Code</i>	<i>Description</i>
<i>All</i>	All Industries And Sectors
<i>GoodsPdcngGoods Producing</i>	Goods Producing
<i>Government</i>	Government
<i>HlthSvcAll</i>	Health Services-All Sectors
<i>HlthSvcGov</i>	Health Services-Government
<i>HlthSvcPrv</i>	Health Services-Private
<i>HosptlsAll</i>	Hospitals-All Sectors
<i>HosptlsGov</i>	Hospitals-Government
<i>HosptlsPrv</i>	Hospitals-Private
<i>Manufctrng</i>	Manufacturing
<i>Private</i>	Private
<i>Services</i>	Services
<i>Trans/Util</i>	Transportation/Utilities

## CompGeo Online Reports Help (page 5 of 5)

### Job Levels Generally Defined

If the Job Title specifically includes term 'Supervisor' or 'Manager', then Levels are differentiated upon scope of responsibility, contacts, number of employees, supervised,

<i>Level Code</i>	<i>Description</i>
<b>Level I</b>	Entry/Trainee
<b>Level II</b>	Junior/Developing
<b>Level III</b>	Journey/Fully Qualified
<b>Level IV</b>	Senior/Advanced/Associate Consultant
<b>Level V</b>	Lead/Consultant
<b>Level VI</b>	Team Leader/Supervisor/Senior Consultant
<b>Level VII</b>	Manager/Senior Supervisor/Principal Consultant
<b>Level VIII</b>	Group Manger/Chief Consultant

budgetary authority and related factors. The CompGeo Salary Survey Database covering the eight major Occupation Groups is included in CompExec Software.

For more information on CompExec Total Compensation Planning and Analysis Software please visit:

[www.compexec.com/cxec.html](http://www.compexec.com/cxec.html)

## Company and Product Overview

Since 1981 The Clayton Wallis Company has developed advanced and integrated Compensation Planning Systems for Management and Individuals. Clayton Wallis is the leader in delivery of *powerful, flexible* and *reliable* compensation planning systems.

The CompGeo Report Series is produced with **CompExplorer™**, the next generation of CompGeo Software. **CompGeo™** - Geographic Database and Planning Software and **CompBuilder™** - Salary Structure Modeling Software are 'child' products of the flagship Enterprise Compensation Planning and Analysis system from Clayton Wallis - **CompExec®**. Product information and compensation information can be found at The ICT/Clayton Wallis World Wide Web Site at [compensation-online.com](http://compensation-online.com). Product Sites with Links are listed below.

<i>Product</i>	<i>Description</i>
<b>CompExec</b>	Compensation Planning (includes CompBuilder & CompGeo)
<b>CompBuilder</b>	Salary Structure Modeling
<b>CompGeo Online</b>	Geographic Competitive Salary Database
<b>CompGeo Online Professional</b>	Online CompGeo Professional Research Options
<b>CompGeo Online Pro Library</b>	Online Library Subscription and Library-on-CD Options
<b>OMF Job and Competency Analysis</b>	Job and Competency Analysis Systems

ICT/Clayton Wallis is the only organization dedicated solely to development and deployment of advanced and integrated Compensation Planning Systems and Software for the Enterprise, Personal Desktop and the World Wide Web.