

**SENATE . . . . . No. 01567**

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The Commonwealth of Massachusetts

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PRESENTED BY:

*Harriette L. Chandler*

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*To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:*

The undersigned legislators and/or citizens respectfully petition for the passage of the accompanying bill:

An Act providing for a study of the Commonwealth's job classification system by the Human Resources Division.

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PETITION OF:

NAME:

*Harriette L. Chandler*

DISTRICT/ADDRESS:

*First Worcester*

# SENATE . . . . . No. 01567

By Ms. Chandler, petition (accompanied by bill, Senate, No. 1567) of Chandler for legislation to provide for a study of the commonwealths job classification system by the Human Resources Division [Joint Committee on State Administration and Regulatory Oversight].

[SIMILAR MATTER FILED IN PREVIOUS SESSION  
SEE  
SENATE  
, NO. 1408 OF 2009-2010.]

## The Commonwealth of Massachusetts

In the Year Two Thousand Eleven

An Act providing for a study of the Commonwealth's job classification system by the Human Resources Division.

□.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

- 1 SECTION 1. The general court finds and declares that:
- 2 (a) equitable compensation is a significant problem for state employees of the
- 3 commonwealth;
- 4 (b) most job specifications for state employees of the commonwealth have not been updated
- 5 in over twenty years;
- 6 (c) the starting point for equitable compensation is through a statewide classification plan;

7 (d) the commonwealth is experiencing an exodus of educated young adults and skilled  
8 workers and to be competitive the commonwealth must have current job descriptions which are  
9 updated in order to recruit, develop, promote and retain new workers;

10 (e) the commonwealth should ensure that state employees are paid equitably through fair,  
11 impartial, and up-to-date job specifications;

12 (f) the commonwealth should actively seek to provide equitable, impartial, just, and  
13 comparable worth for all people that it employs;

14 (g) equitable compensation has a significant impact on the financial welfare for individuals,  
15 families, and retirees; and

16 (h) equitable compensation can significantly improve the quality of life for many citizens of  
17 Massachusetts.

## 18 SECTION 2. Definitions

19 “Equitable compensation” means equal compensation for jobs with comparable skill, effort,  
20 responsibility, and working conditions.

21 “Job classification” means a system designed to create an arrangement of different types of  
22 employment based on such factors as skill, responsibility or experience, time and effort.

23 “Job class” means a group of positions sufficiently similar in respect to duties and  
24 responsibilities that the same descriptive title may be used to designate all positions allocated to  
25 the class, the same general entrance qualifications may be required of incumbents of positions in  
26 the class, the same general tests of fitness may be used to choose qualified employees and the

27 same schedule of pay may be made to apply under the same or substantially the same  
28 employment conditions.

29 “Job specification” means the official description of the characteristic duties, responsibilities  
30 and qualifications of a job class.

31 “The council” means the state workforce advisory council.

32 “The division” means the human resources division.

33 SECTION 3. The human resources division shall conduct a job analysis study of  
34 positions of state employees of the executive branch of the commonwealth. The study shall be  
35 conducted to update the current job classification system, including but not limited to class titles,  
36 job specifications, organizational relationships, and job qualifications. As part of this study, the  
37 human resources division shall insure that the job classification system is free of gender and  
38 racial bias. The human resources division shall also review the effect of the job classification  
39 system on employee pension and benefits, and on the recruitment and retention of employees  
40 within the commonwealth.

41 SECTION 4. Said study relative to job classification shall be administered by the division  
42 subject to appropriation.

43 SECTION 5. The results of the study shall be reported on or before December 31, 2012.  
44 The chief human resources officer of the human resources division shall submit the results of this  
45 study to the council, the chairs of the joint committee on state administration and regulatory  
46 oversight, the chairs of the joint committee on labor and workforce development, the senate  
47 committee on ways and means, and the house committee on ways and means.