

JESAP Job Evaluation Form

Benton County, Arkansas

JOB TITLE: Public Works Data Administrator

| FACTOR | BASIS FOR RATINGS | DEGREE | | POINTS |
|--------|---|--------------------|---|------------|
| 1 | Experience - General: Minimum time to become familiar with requirements of the job | 5 | | 52 |
| 2 | Experience - Management: Minimum time to be able to perform the supervisory/ management requirements of the job. | 0 | | 0 |
| 3 | Education: Preliminary formalized training or self-development expressed in terms of equivalent formal education. | 4 | | 45 |
| 4 | Initiative & Integrity: Measure of ability to proceed alone. Make decisions within authority, and ability to comprehend assignment. | 4-A - 4 | 6 | 50 |
| | | 4-B - 4 | | |
| | | 4-C - 4 | | |
| 5 | Mental Demand: Measure of degree of concentration and sensory alertness | 5 | | 70 |
| 6 | Analytical Ability/Problem Solving: Opportunity to apply analytical ability and self-starting thinking. | 6 | | 70 |
| 7 | Responsibility for the Work of Others - Supervision: Appraises responsibility for work and direction of others | 0 | | 0 |
| 8 | Responsibility for Funds, Equipment, Property, Etc.: Personal responsibility and accountability for receipt storage, issue, or use. | 6 | | 48 |
| 9 | Responsibility for Accuracy: Opportunity for and probable effect of errors. | 6 | | 70 |
| 10 | Accountabilities: Freedom to act, monetary impact, and impact on the end results. | 4-A - 4 | 8 | 90 |
| | | 4-B - 2 | | |
| | | 4-C - 3 | | |
| 11 | Contacts with the Public: Responsibility for effective handling with the public. | 3 | | 41 |
| 12 | Contacts with Employees: Responsibility for effective handling of interactions with other employees and staff. | 4 | | 38 |
| 13 | Machine Operations | 4 | | 38 |
| 14 | Working Conditions | 2 | | 6 |
| 15 | Physical Demands | 1 | | 3 |
| | | POINT TOTAL | | 621 |
| | | GRADE | | 9 |