




SEE PROGRAM POLICY 2008

MEMORANDUM

TO: NOWCC SEE Program Enrollees

FROM: Greg Merrill, President 

SUBJECT: SEE Program Enrollee Wage Adjustment

EFFECTIVE DATE: January 3, 2009

NOWCC is pleased to announce that EPA has authorized a 2.5% wage increase for all current Senior Environmental Employment (SEE) Program enrollees, effective January 3, 2009. This increase will be reflected in your check for pay date January 29, 2009. Please see the next page for a chart showing the new wage ranges for the four Levels of enrollee positions of the SEE Program.

EPA will review the potential for increases for 2010 based upon an analysis of available resources and any increases to the SEE Program benefit packages.

If you have questions, please contact your NOWCC SEE Program Field Director.

Thank you for your participation and efforts in making the SEE Program a success at EPA.

Attachment: SEE Position Levels and Wage ranges

Cc: Susan Street, National Program Manager, SEE Program EPA

SEE Program Enrollee Position Levels and Wage Ranges

Position Level	Starting Wage	Maximum Wage
<u>Level I</u> - Clerical/Non-typing: messenger; receptionist; filing clerk; copy machine operator	\$7.09	\$9.46
<u>Level II</u> - Clerical/Typing: clerk typist; administrative assistant; secretary	\$8.57	\$11.82
<u>Level III</u> - Technical (Non-Degree): writer-editor; technical researcher; technical writer;	\$10.05	\$13.58
<u>Level IV</u> - Professional (Individual with degree (or equivalent experience) that are required to perform the position assignment): engineer; scientist	\$12.41	\$17.72

The SEE Program is not intended to, nor does it, compete with the Civil Service hiring or compensation systems. Enrollee assignments support, and do not supplant, Federal employee positions. A new SEE Program enrollee must start at the introductory wage of their assigned Position Description level. An enrollee's wage increases each year by 50-cents per hour annually upon the renewal of their EPA assignment, until the maximum wage for the Level is reached.

Note: Increase is effective January 3, 2009.