

2013 FMHRA Wage and Salary Survey

Effective Date of Data July 1, 2013

Sponsored by:



Fargo Moorhead
Human Resource
Association

Administered by:



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2013 FMHRA Wage and Salary Survey

INTRODUCTION

In July, 2013, Fargo Moorhead Human Resources Association (FMHRA) sponsored its biennial compensation survey of staff and management positions typically found across industries and organizations located in the greater Fargo/Moorhead area. This year the survey covered pay practices for 234 survey positions, upcoming plans for compensation adjustments and a summary of benefits offered.

Note: Four positions were added to the survey after analyzing pay data for clerical/administrative support positions. These new survey positions are listed by four levels, including interns, depending on education, training and experience required for proficient performance. Another three positions were added by combining engineering and dispatcher positions due to limited data reported. A Chief Financial Officer position was added based on job titles, and level of pay rates, reported for the Finance Director position. See the *Job Index* starting on page 10 for new survey job titles along with all other survey positions.

Participating Organization Information

235 organizations representing a variety of industries including, but not limited to, banking, healthcare, non-profit, professional services, public/government, and manufacturing organizations were invited to participate. Of those, 55 participated in the study; a 23 percent response rate. See *Alphabetical List of Participants* for a listing of organizations.

In addition to reporting results by *All Organizations*, there was sufficient participation to show results by organization size based on number of employees and organization type including:

- Healthcare;
- Education / Government;
- Manufacturing / Construction;
- Non-Profit Organizations;
- Financial / Professional Services; and
- Other: Non-manufacturing / Distribution.

Participants reported the number of employees working in the Fargo / Moorhead area as well as total number of employees employed by the organization no matter where they work. While participants indicated varying percentages of their employees working in the Fargo / Moorhead area (average 52% / median 54%), all participants reported pay rates for employees in the survey area. E.g., Results are based on pay data for the Fargo / Moorhead area.

Given the influence of pay practices potentially set by “corporate” compensation, results are shown based on total number of organization employees. The following table summarizes participant size based on employees in the Fargo / Moorhead area and total number of organization employees.

	25 th Percentile	Average	Median	75 th Percentile
Number of Employees in Fargo/Moorhead Area	54	460	150	403
Total Number of Organization Employees	148	1,190	483	1,234
Fargo/Moorhead Employees as % of Total Organization Employees	12%	52%	54%	92%

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Statement of Survey Data Confidentiality

The objective of Denarius Human Resources' survey reports and all methods and procedures used to produce the reports, is to provide maximum information value without disclosing any information that could be specifically associated with an individual survey participant. All survey data submitted by participants for surveys conducted by Denarius Human Resources is provided on the basis that the data confidentiality of each participant will be fully protected at all times. Protection of confidentiality extends to compensation data reported and to any kind of observation or form of analysis that could serve to identify a company with its data to an experienced person.

The remainder of this survey report contains the information reported by the survey participants in summarized fashion.

General Comments

If you have any questions about this report or any of the data reported, feel free to contact the survey administrator or Fargo Moorhead Human Resources Association (FMHRA):

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PARTICIPANTS

Alphabetical List of Participants

<u>Participant</u>	<u>City, State</u>	<u>Total Number of Employees</u>
American Crystal Sugar Company	Moorhead, MN	1,900
Anne Carlsen Center	Jamestown, ND	500
Bell State Bank & Trust	Fargo, ND	838
Bethany Retirement Living	Fargo, ND	675
Butler Machinery Company	Fargo, ND	960
Cass County Electric Cooperative Inc.	Fargo, ND	103
CCRI, Inc.	Moorhead, MN	417
Centre, Inc.	Fargo, ND	154
City of Fargo	Fargo, ND	870
City of Moorhead	Moorhead, MN	249
Cole Papers, Inc.	Fargo, ND	174
Concordia College	Moorhead, MN	717
CoreLink Administrative Solutions	Fargo, ND	253
Doosan Infracore	West Fargo, ND	7,649
Edgewood Vista	Fargo, ND	1,755
Eide Bailly LLP	Fargo, ND	976
Essentia Health System	Duluth, MN	6,200
Fargo Park District	Fargo, ND	99
Fargo Public Schools	Fargo, ND	2,000
Gate City Bank	Fargo, ND	465
GOLDMARK Property Management	Fargo, ND	306
HickoryTech Corporation	Mankato, MN	519
Hospice of the Red River Valley	Fargo, ND	219
Ihry Insurance	West Fargo, ND	25
Integreon Managed Solutions, Inc.	Fargo, ND	2,500
Job Service North Dakota	Bismarck, ND	257
John Deere Electronic Solutions	Fargo, ND	1,038
Kelly Services	Fargo, ND	N/A
Lake Region State College	Devils Lake, ND	223
Lavelle Company	Fargo, ND	62
Maintenance Engineering	Fargo, ND	83
McNeilus Steel	Fargo, ND	500
Moore Engineering, Inc	West Fargo, ND	112
Neuropsychiatric Research Institute	Fargo, ND	23
Nodak Mutual Insurance Company	Fargo, ND	128
Noridian Mutual Insurance Company	Fargo, ND	2,169
Park Company Realtors	Fargo, ND	20
PepsiCo Direct Foodservice	Fargo, ND	N/A
Preference Personnel, Inc.	Fargo, ND	395
Sammons Financial Group Member Companies	Sioux Falls, SD	1,334
Sanford Health	Fargo, ND	8,429
ShareHouse	Fargo, ND	162
SJE-Rhombus	Detroit Lakes, MN	164
Spherion Staffing	Fargo, ND	14

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<u>Participant</u>	<u>City, State</u>	<u>Total Number of Employees</u>
Swanson Health Products	Fargo, ND	596
The Chamber - Fargo Moorhead West Fargo	Moorhead, MN	14
The Village Family Service Center	Fargo, ND	263
Titan Machinery	West Fargo, ND	2,813
TMI Hospitality, Inc.	Fargo, ND	4,345
TrueNorth Steel	West Fargo, ND	569
Vanity	Fargo, ND	2,500
Volt Workforce Solutions	Fargo, ND	4,000
Wanzek Construction, Inc.	Fargo, ND	1,200
West Central Initiative	Fergus Falls, MN	18
Western Products, Inc.	Fargo, ND	100

Total Participants: 55 organizations

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Accounting Assistant

Job Code: 20

7.7% of participants reported this job is Exempt.

92.3% reported this job is Non-Exempt.

0.0% of employees in this job are represented by a union.

With minimal supervision, performs accounting duties including calculating and posting transactions, compiling and preparing financial statements and reports; may perform payroll responsibilities

Associate's degree in Accounting or equivalent related experience.

	Number of Firms	Number of EES	***** Base Wage (\$ / Hour) *****			
			25th Percentile	Average	Median	75th Percentile
All Organizations	26	52	15.59	17.66	16.94	18.98
Data by Organization Size (# of Full & Part Time Employees)	Results not shown if fewer than four organizations reported information.					
<i>Up to 200 Employees</i>	10	18	15.44	17.75	17.44	20.26
<i>201 to 800 Employees</i>	9	18	15.89	17.04	17.00	18.06
<i>More than 800 Employees</i>	7	16	15.63	18.31	16.24	21.84
Data by Organization Type	Results not shown if fewer than four organizations reported information.					
<i>Education/Government</i>	4	8	*	19.18	18.04	*
<i>Manufacturing/Construction</i>	4	4	*	15.91	16.00	*
<i>Non-Profit</i>	4	6	*	17.96	18.03	*
<i>Other: Non-Manufacturing/Distribution</i>	9	27	15.12	17.92	18.00	21.22

Data not displayed if fewer than 4 organizations reported data.

* 25th and 75th Percentile data not shown if fewer than 6 firms reported data.

COMPENSATION PRACTICES

Compensation Adjustments

Survey participants reported actual or projected overall compensation adjustments in 2012 and 2013 for three employee groups including Non-Exempt, Exempt and Management.

Overall, the total average compensation adjustment in 2012 was 3.4 percent (up from 2.8 percent in 2010) with slightly lower increases in 2013 (3.3 percent). By employee groups, non-exempt employees had smaller pay adjustments than exempt or management employees in 2013. See the following chart and tables for more details.

Average Pay Increase by Employee Group

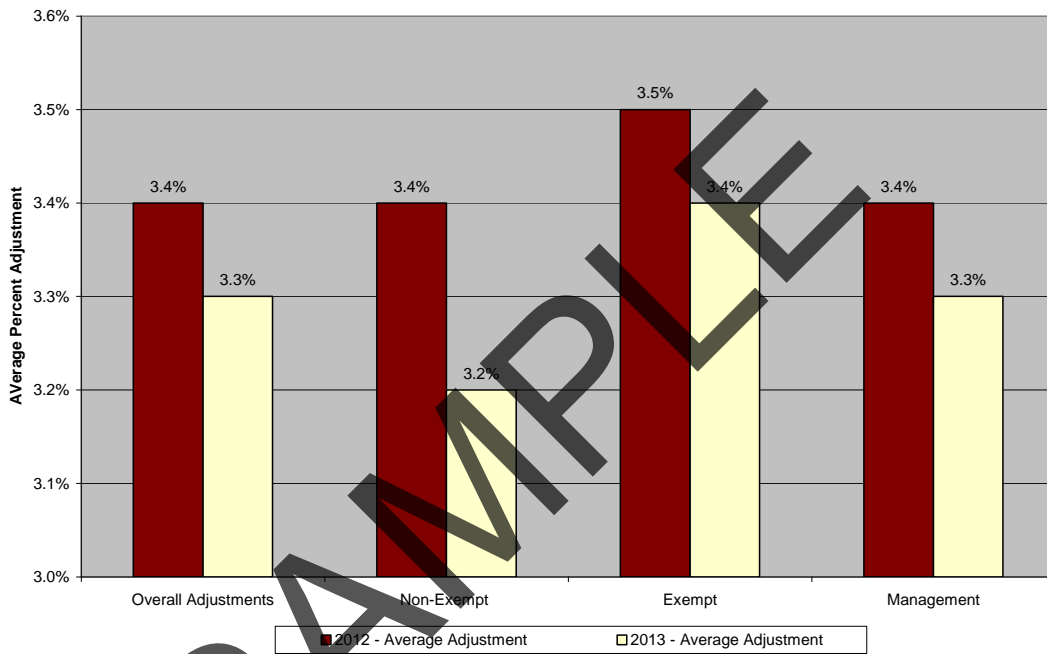


Table 1a: Actual 2012 Adjustments EXCLUDING Zero (0%) Adjustments*

Employee Group	# of Orgs Reporting	25 th Percentile	Average	Median	75 th Percentile
Overall 2012 Adjustments					
All Organizations	46	2.85%	3.41%	3.00%	3.74%
Orgs Up to 200 Employees	15	2.80%	3.40%	3.00%	3.53%
Orgs 201 to 800 Employees	15	3.00%	3.54%	3.04%	3.75%
Orgs 800+ Employees	16	2.38%	3.30%	3.00%	3.78%
Non-Exempt Employees					
All Organizations	45	2.80%	3.40%	3.00%	3.70%
Orgs Up to 200 Employees	15	2.90%	3.46%	3.00%	3.78%
Orgs 201 to 800 Employees	14	3.00%	3.74%	3.20%	3.88%
Orgs 800+ Employees	16	2.38%	3.05%	2.90%	3.36%
Exempt Employees					
All Organizations	46	2.83%	3.53%	3.00%	3.50%
Orgs Up to 200 Employees	15	2.73%	3.43%	3.00%	3.78%
Orgs 201 to 800 Employees	14	3.00%	3.97%	3.00%	3.88%
Orgs 800+ Employees	17	2.50%	3.26%	3.00%	3.25%