

NORTH DAKOTA COURT SYSTEM



SALARY GRADE CHART

SALARY GRADE	JOB CLASSIFICATION	EXEMPTION	MONTHLY SALARY RANGE		ANNUAL SALARY RANGE	
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
7	*Electronic Court Recorder	Non-Exempt	3,223	4,705	38,676	56,460
10	Account Technician Administrative Assistant-Clerk of Supreme Court Administrative Assistant-District Court Administrative Assistant-Juvenile Court Administrative Assistant-State Court Administrator Deputy Clerk of District Court Deputy Supreme Court Clerk Electronic Court Recorder/Transcriptionist Scheduling Clerk	Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt	4,325	6,351	51,900	76,212
11	Executive Administrative Assistant Judicial Assistant Lead Electronic Court Recorder/Transcriptionist Senior Deputy Supreme Court Clerk	Non-Exempt Non-Exempt Non-Exempt Non-Exempt	4,660	6,858	55,920	82,296
12	Assistant Law Librarian Deputy Clerk of District Court Supervisor Executive Judicial Assistant Human Resources Specialist Legal Self Help Center Paralegal Paralegal Payroll and Benefits Specialist	Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt Non-Exempt	4,996	7,371	59,952	88,452
13	*Court Reporter *Lead Paralegal *Application Support Analyst I *Technical Support Analyst I	Non-Exempt Non-Exempt Non-Exempt Non-Exempt	5,186	7,661	63,232	91,932
14	Juvenile Court Officer I Juvenile Court Services Data Specialist *Lead Court Reporter *Network Analyst I *Programmer Analyst I *Application Support Analyst II *Technical Support Analyst II	Non-Exempt Non-Exempt Non-Exempt Non-Exempt Exempt Non-Exempt Non-Exempt	5,671	8,410	68,052	100,920
15	Accountant Analyst *Business Analyst I Education and Communication Specialist *Network Analyst II *Programmer Analyst II	Exempt Exempt Non-Exempt Non-Exempt Exempt	6,005	8,936	72,060	107,232
16	*Business Analyst II Juvenile Court Officer II *Application Support Analyst III *Technical Support Analyst III	Exempt Non-Exempt Non-Exempt Non-Exempt	6,343	9,455	76,116	113,460
17	Clerk of District Court I *Network Analyst III Youth and Family Court Specialist	Exempt Non-Exempt Non-Exempt	6,681	9,980	80,172	119,760

<i>SALARY GRADE</i>	<i>JOB CLASSIFICATION</i>	<i>EXEMPTION</i>	<i>MONTHLY SALARY RANGE MINIMUM MAXIMUM</i>		<i>ANNUAL SALARY RANGE MINIMUM MAXIMUM</i>	
18	*Business Analyst III *Clerk of District Court II Juvenile Court Supervisor Manager of Specialized Dockets *Programmer Analyst III	Exempt Exempt Exempt Exempt Exempt	7,015	10,503	84,180	126,036
19	Clerk of District Court III Guardianship Program Monitor *Supervisor of Accounting Deputy Director of Technology	Exempt Exempt Exempt Exempt	7,355	11,028	88,260	132,336
20	*Clerk of District Court IV Deputy Court Administrator Director of Juvenile Court Services	Exempt Exempt Exempt	7,706	11,550	92,472	138,600
22	*Chief Deputy Clerk *Director of Education and Communication *Director of Finance *Director of Human Resources *Director of Juvenile and Family Services *Director of Law Library *Director of Technology **Lead Staff Attorney-District Court *Staff Attorney-District Court *Staff Attorney-State Court Administrator *Staff Attorney-Supreme Court	Exempt Exempt Exempt Exempt Exempt Exempt Exempt Exempt Exempt Exempt Exempt	8,401	12,580	100,812	150,960
	*NON-CLASSIFIED EMPLOYEES Clerk of Supreme Court Deputy State Court Administrator Judicial Referee Law Clerks State Court Administrator Unit Court Administrator					

Non-Exempt - Employees are covered under the Fair Labor Standards Act and are entitled to receive comp time at a rate of one and one-half hours for each hour of overtime work.

Exempt - Employees are not covered by the overtime provision of the Fair Labor Standards Act and are not entitled to receive overtime compensation unless authorized by the supervisor at which time it would be at a rate of one hour for each hour worked over 40 in one week.

***Pay Grade Exception** - A pay grade exception is the assignment of a pay grade that is higher than that determined by the application of the Classification Matrix System. This may be done when a pay grade assigned to a class has not resolved significant problems in the recruiting or retention of qualified individuals for a class. Classes assigned a pay grade exception are subject to periodic review to verify the appropriateness of the assigned pay grade.