

Job Order - Pay/Benefits Tab

This tab includes all information about compensation and benefits.

Compensation Range -

Company Info	Description	Requirements	Pay and Benefits	Details	Job Order Management
Compensation Range					
Click the More Information button for assistance completing the compensation range.				More Information	
* Minimum Pay:		Amount	Unit of Time		
		<input type="text" value="3.00"/>	<input type="text" value="Per Hour"/>		
Maximum Pay:		<input type="text" value="33.00"/>	<input type="text" value="Per Hour"/>		
Additional Compensation Information					
As appropriate, enter additional information about the compensation for this job.					
<input type="text"/>					
Text Limit: 500 Text Entered: 0					
<input type="checkbox"/> Commission, Performance-based, Incentive and Piecework Jobs: All methods of compensation must guarantee at least minimum wage as required by Wisconsin State Law.					
<input type="checkbox"/> Tipped Occupations: Compensation for tipped occupations must, on average - including both the hourly wage and tips - equal or exceed the general minimum wage.					

Minimum Pay Amount – Enter the minimum pay amount, if applicable.

Unit of Time – Available choices are Per Hour, Per Day, Per Week, Bi-Weekly, Per Month and Per Year. Select by clicking the dropdown box and highlighting the appropriate unit of time.

Maximum Pay Amount – Enter the Maximum Pay Amount, if applicable.

Unit of Time - Available choices are Per Hour, Per Day, Per Week, Bi-Weekly, Per Month, Per Year, Negotiable, Piecework, Plus Commission, and Plus Room and Board. Select by clicking the dropdown box and highlighting the appropriate unit of time.

Additional Compensation Information – This is a free-text field where you can enter special compensation information. Maximum 500 characters. Watch the handy “Text Entered” counter to see how many characters you have entered.

Commission, Performance-based, Incentive and Piecework Jobs – If the position fits into this category click the checkbox. A mandatory statement will appear on the job order.

Tipped Occupations – If position receives tips as part of compensation, click the checkbox. A mandatory statement will appear on the job order.

*Note: For an explanation of rules for completing the pay fields click the **More Information** button.*

Benefits –

This part of the screen may be pre-filled either by staff or an employer entering benefit information on the profile record.

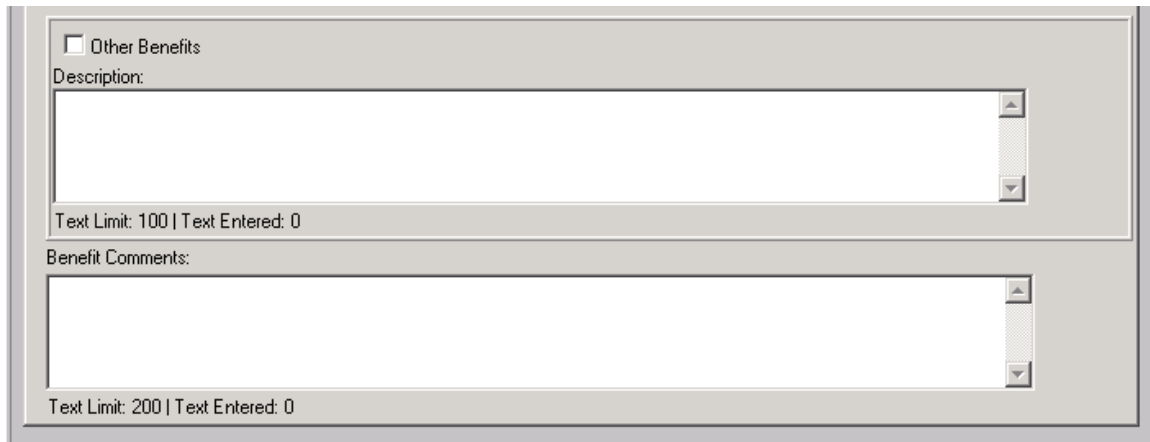
Benefits:

* No Benefits Offered(No other boxes can be checked)

<p>Insurance: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Health Insurance<input type="checkbox"/> Dental Insurance<input type="checkbox"/> Life Insurance<input type="checkbox"/> Disability Insurance<input type="checkbox"/> Vision Insurance<input type="checkbox"/> Domestic Partner Coverage	<p>Retirement & Financial: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Retirement<input type="checkbox"/> 401k Plan<input type="checkbox"/> Profit Sharing<input type="checkbox"/> Flexible Spending Accounts (Dependent & Medical)<input type="checkbox"/> Deferred Compensation
<p>Leave & Holidays: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Sick Leave<input type="checkbox"/> Personal Leave<input type="checkbox"/> Vacation<input type="checkbox"/> Paid Holidays	<p>Education & Training: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Paid Training<input type="checkbox"/> Tuition Reimbursement
<p>Transportation: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Transportation - Subsidy<input type="checkbox"/> Transportation - Car/Van Pooling<input type="checkbox"/> Transportation - Other	<p>Child Care: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Child Care - Subsidy<input type="checkbox"/> Child Care - On-Site<input type="checkbox"/> Child Care - Other
<p>Miscellaneous Benefits: <input type="checkbox"/> Check All</p> <ul style="list-style-type: none"><input type="checkbox"/> Paid Uniforms<input type="checkbox"/> Flexible Work Schedule<input type="checkbox"/> Paid Meal During Shift Work	

No benefits offered – Select this checkbox if no benefits are offered for this position. If the checkbox is selected, no benefits may be checked.

Check all applicable benefits for this position. Use the Check all checkbox to select all items in a benefit category. To uncheck an item simply click the checkbox again to deselect the item.



Other Benefits

Description:

Text Limit: 100 | Text Entered: 0

Benefit Comments:

Text Limit: 200 | Text Entered: 0

Other Benefits – Select this checkbox if you need to further explain benefits offered.

Description – If 'Other Benefits' is checked you must complete this free-text field, maximum 100 characters. Watch the handy "Text Entered" counter to see how many characters you have entered.

Benefits Comments – Put any comments regarding benefits in this free-text field, maximum 200 characters. Watch the handy "Text Entered" counter to see how many characters you have entered.

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