NHES **New Hampshire Employment Security**

www.nhes.nh.gov
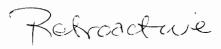
"We're working to keep New Hampshire working"

ADMINISTRATIVE OFFICE
32 SOUTH MAIN STREET
CONCORD, NH 03301-4857

GEORGE N. COPADIS, COMMISSIONER

February 21, 2013

Her Excellency, Governor Margaret Wood Hassan
  and the Honorable Council
State House
Concord, NH 03301

Retroactive

Requested Action

To authorize New Hampshire Employment Security (NHES) to make retroactive payment in the amount of $3,412.29 for our employee Geoffrey Martin. The retroactive payroll payment is for the period 1/5/09 through 6/30/12. This payment reflects the difference in hourly rate between an Interviewer Trainee labor grade (14) and an Interviewer I grade (16). This employee was originally hired as an Interviewer Trainee, however a review conducted by the Division of Personnel at the employee's request, has determined he met the minimum qualifications for the higher Labor Grade position in the class, Interviewer I. 100% Federal funds.

02 - 27 - 27 - 270010 - 8040 DEPT OF EMPLOYMENT SECURITY

						FY 2013
10 -	02700 -	80400000 -	050 -	500109	Personal Services	$ 3,169.80
10 -	02700 -	80400000 -	060 -	500611	FICA	$ 196.53
10 -	02700 -	80400000 -	060 -	500632	Medicare	$ 45.96

Explanation

NHES is requesting approval to pay Geoffrey Martin in the amount of $ 3,169.80 the difference in hourly rate for the higher labor grade position from the period 1/5/09 through 6/30/12.

When Geoffrey Martin applied for an Interviewer position in our Keene office, he submitted a state application along with a resume and transcripts. These documents were not attached to the application and therefore his Bachelors and Masters degrees were not considered in the certification process. As a result, he was certified at the lower level of Interviewer Trainee.

A review of Geoffrey's previous experience and education confirms that he should have been placed at the higher level Interviewer position, and is deserving of a retroactive increase in his pay.

We appreciate your consideration and approval of this request.

Respectfully submitted,

George N. Copadis
Commissioner

GNC/kep