The purpose of this report description is to explain how to generate and use the Position/Employee Competency Level Compare (Banded) report in the Integrated HR-Payroll System.

REPORT DESCRIPTION

This report shows the Competency (Pay Level) settings along with other relevant Pay attributes for Employee, Job, and Position for Banded Pay Types.

REPORT LOCATION

PA: Compensation

REPORT USES

This report is used to compare the Competency Level settings on Employee and Position for Banded pay types so that corrective action may be taken when discrepancies are found.

How to generate this report
This report is generated after selecting values for the mandatory prompts. All mandatory prompts must have values selected before the Run Icon can be used to generate the report. Mandatory prompts can be identified as mandatory by the exclamation mark inside of the yellow-orange triangle, the square with the checkmark, or the display of (Mandatory). Detailed instructions for interaction with each prompt can be at https://www.osc.nc.gov/documents/files/web-intelligence-prompts.

The Mandatory prompts for this report are:
- Organizational Unit
- Calendar Month/Year (Single Value, Mandatory)

This report can also be further limited by utilizing the Optional prompts to further limiting the amount of data that retrieved into the body of the report. Optional prompts are indicated as optional in parentheses beside the prompt.

The Optional prompts are:
- Job(s) - (Optional)
- Position(s) - Optional)
- Employee(s) PersNo. - (Optional)
- Exclusion prompts exclude specified data by default while allowing customers the flexibility of changing them when necessary. Exclusion prompts are identified by the term Exclude followed by the prompt.
- The Exclusion prompts are:
- Exclude Employee Group (Temps) O; X
- Exclude Employee Subgroup (Temps) 15 ; 25 ; 35 ; 45 ; 55 ; 65 ; 75 ; 85 ; 95 ; 0E ; 1E ; 2E ; 3E ; 4E ; 5E ; 6E ; 7E ; Q5 ; S5 ; SI ; SO ; T5 ; U5 ; 8E ; 9E ; QE ; SE ; SL ; SR ; TE ; UE ; VE ; V5

	Prompts ⌄	

Search 🔍

⚠ Organizational Unit
Please select at least one value

⚠ Calendar Month/Year (Single Value, Mandatory)
Please select at least one value

Job(s) - (Optional)
(All values)

Position(s) - (Optional)
(All values)

Employee(s) PersNo. - (Optional)
(All values)

✓ Exclude Employee Group (Temps) (2)
O; X

✓ Exclude Employee Subgroup (Temps) (33)
15 ; 25 ; 35 ; 45 ; 55 ; 65 ; 75 ; 85 ; 95 ; 0E ; 1E ; 2E ; 3E ; 4E ; 5E ; 6E ; 7E ; Q5 ;
S5 ; SI ; SO ; T5 ; U5 ; 8E ; 9E ; QE ; SE ; SL ; SR ; TE ; UE ; VE ; V5

☑ 0 ↻   Organizational Unit   ⊗ ⚙

Search 🔍

⌄ Dependencies (0/1)

Calendar Month/Year (Single Value, Mandatory)   ›

ℹ Fill the dependencies above to get the list of values

Mandatory (2)   Reset All   Run   Cancel

Initial Layout

The report shows the Competency (Pay Level) settings along with other relevant Pay attributes. Below is a sample rendering.

Personnel Area	Job	Job Desc	Job Pay Type	Job Pay Area	Job Pay Group	Job Pay Level	Position	Position Desc	Pos Pay Type	Pos Pay Area	Pos Pay Group
Administration	39999999	Business And Technology Applic Analyst	Banded	Career Banding	39999999	CB	69999999	Business And Technology Applic Analyst	Banded	Career Banding	39999999

B0030: Position/Employee Competency Level Compare (Banded) as of 09/2015

Continued…

Pos Pay Level	Employee	Employee's Name	Emp Pay Type	Emp Pay Area	Emp Pay Group	Emp Pay Level	Annual Salary	Ref Rate	Emp Mkt Index	Job Min Pay	Job Max Pay
J	1234567	DOE, JANE	Banded	Career Banding	39999999	J	61,449	74,220	0.83	43,590	104,454

Available Objects

This is a list of the available objects that can be added to the report, from the Document Dictionary once in the Design mode:

Dimensions:

- Age Range
- Agency Hire Date
- Cal Mth/Yr
- Education Level
- Emp Pay Area
- Emp Pay Group
- Emp Pay Level
- Emp Pay Type
- Employee
- Employee Group
- Employee Subgroup

- Employee's Name
- Ethnic Origin
- Gender
- Job
- Job Branch
- Job Family
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- Length of Service

- Organizational Unit
- Original Hire Date
- Personnel Area
- Personnel Subarea
- Pos Pay Area
- Pos Pay Group
- Pos Pay Level
- Pos Pay Type
- Position

Measures:

- Annual Salary
- Emp Reference Salary

- FTE Annual Salary
- Job Max Pay Level
- Job Min Pay Level

Variables:

- Emp Mkt Index

Dimensions
- Age Range
- Agency Hire Date
- Cal Mth/Yr
- Education Level
- Emp Pay Area
- Emp Pay Group
- Emp Pay Level
- Emp Pay Type
- Employee
- **Employee Group**
- **Employee Subgroup**
- Employee's Name
- **Ethnic Origin**
- **Gender**
- Job
- **Job Branch**
- **Job Family**
- Job Pay Area
- Job Pay Group
- Job Pay Level
- Job Pay Type
- **Length of Service**
- **Organizational Unit**
- **Original Hire Date**
- Personnel Area

- **Personnel Subarea**
- Pos Pay Area
- Pos Pay Group
- Pos Pay Level
- Pos Pay Type
- Position

Measures
- Annual Salary
- Emp Reference Salary
- FTE Annual Salary
- Job Max Pay Level
- Job Min Pay Level

Variables
- Emp Mkt Index

Special Report Considerations/Features
- Temporary employees are excluded by default, but this can be changed.
- Report only pulls active employees with Banded Pay Type.

CHANGE LOG

Effective 5/25/23

- Updated grammar, accessibility, and alt text. L. Williams

Effective 10/7/24

- Updated for Business Object 4.3 - L.Stubbs