

FLSA Analysis - UND (Requires an attached updated Position Description & Organizational Chart)

Position #: _____

Name: _____

Functional Title: _____

Department: _____

Department # _____

Executive

Salary in excess of \$913/week

Administrative

Salary in excess of \$913/week

Professional

Salary in excess of \$913/week

<p>Primary duty is management of the enterprise or recognized department/subdivision</p> <p>Does the employee have the authority to hire or fire or provide suggestions/recommendations to hire, fire, promote or change status of other employees</p>	<p>Primary duty is office/non-manual work related to management policies/general business operations</p> <p style="text-align: center;">[]</p> <p>Work directly related to academic instruction or training</p>	<p>Primary duty is work requiring knowledge of advanced type in science or learning</p> <p style="text-align: center;">[]</p> <p>Work is original and creative in a field of artistic endeavor</p> <p style="text-align: center;">[]</p> <p>Work is teaching in educational institution</p> <p style="text-align: center;">[]</p> <p>Work requires theoretical/practical application of highly specialized knowledge in computer systems analysis, programming and software engineering and employee is employed and engaged in these activities</p>
<p>Customarily and regularly directs the work of two or more other employees</p>	<p>Customarily and regularly exercises discretion and independent judgement in matters of consequence</p>	<p>Work requires consistent exercise of discretion and judgement</p>

Prepared By:

Approved By:

HR Department

Date

Decision:

- Executive
- Administrative
- Professional
- Exempt
- Non-Exempt

Comments: