## Pay Rate Recommendations

**Student Temporary & Work-Study Positions**

<table>
<thead>
<tr>
<th>Pay Rate</th>
<th>Job Duties</th>
<th>Qualifications</th>
</tr>
</thead>
</table>
| **$9.50 - $10.50** | • This level includes most entry level student employment positions and the majority of positions on campus fall into this level.  
• Duties are of a routine and simple nature.  
• Duties require direct supervision and relatively specific instructions.  
• Duties may include general office work, data entry, office assistance, basic customer service, and basic word processing.  
• Formalized/intensive training is provided on the job. | • Little or no training or experience is required.  
• Basic computer skills are required.  
• Basic written and oral communication skills are required.  
• Ability to use information resources and technology is required.  
• Basic quantitative skills and ability to comprehend, interpret, and analyze ideas and facts are preferred.  
• Critical thinking skills to apply, analyze, evaluate, and create knowledge/information are preferred. |
| **$10.51 - $11.50** | • Duties are varied and less routine.  
• Duties involve a moderate degree of responsibility and judgement.  
• Duties involve basic decision making within boundaries and making informed recommendations.  
• May lead or coordinate activities of other student employees, such as orientation and training.  
• Duties include operating with a moderate level of autonomy or self-direction.  
• Informal on the job training is provided.  
• Duties may include writing or delivering presentations. | • Requires specific previous work experience or training in a particular environment or discipline.  
• Requires previous knowledge, skills, and abilities to analyze information, think critically, and make informed choices.  
• May require a specific number of semester completed at IUPUI in order to understand campus culture/resources.  
• Strong written and oral communication skills are required.  
• Strong quantitative skills and ability to use information resources and technology are required.  
• Strong ability to express ideas and facts to others effectively in a variety of formats required. |
| **$11.51 - $12.50** | • Duties are technical and complex.  
• May direct activities of other student employees, including supervision, training, and delegation.  
• Employees are given substantial responsibility and are expected to exercise judgement and decision making.  
• Employees operate with a high level of autonomy and self-direction.  
• Little on-the-job training is needed.  
• Work is paraprofessional in nature. | • A moderate amount of specialist training or experience is required in a specific environment or discipline.  
• Work requires progressive skills specific to the field in which the student will be employed or in which the student specializes.  
• Ability to identify and propose solutions for problems using quantitative tools and reasoning is required.  
• Quantitative skills and ability to comprehend, interpret, and analyze ideas and facts are required.  
• Strong critical thinking skills to apply, analyze, evaluate, and create knowledge are preferred. |
| **$12.51 - $13.50+** | • Duties are highly technical and complex.  
• Duties involve a significant degree of responsibility, judgment, and decision making.  
• Work is paraprofessional in nature.  
• Work requires self-direction and autonomy, with little direct supervision.  
• May direct activities of other student employees, including groups of student employees and program management, such as planning, supervision, delegation, and performance management. | • A significant amount of specialist training, education, or experience is required.  
• Work requires advanced skills specific to the field in which the student will be employed or in which the student specializes.  
• Advanced ability to identify and propose solutions for problems using quantitative tools and reasoning required.  
• Advanced quantitative skills and ability to comprehend, interpret, and analyze ideas and facts are required.  
• Advanced critical thinking skills to apply, analyze, evaluate, and create knowledge are preferred.  
• Advanced critical thinking skills to apply, analyze, evaluate, and create knowledge are preferred. |

---

1. Any Temporary employee position must pay at least the Indiana University minimum wage of $9.00/hour (fiscal year 15-16).

2. Pay Rates are based on IUPUI campus averages and are suggested wages. Please note that the average pay rate for undergraduate student employees was $10.10/hour in AY14-15. Each level detailed above is designed to be for a specific position; moving from one level to another would justify a separate and distinct position.

**Wage rate increases for student employees are subject to current campus fiscal and human resources policies. Please contact IUPUI Human Resources Administration for current policies and procedures at 317-274-7617 or hra@iupui.edu.**