

HU Henrico County Unclassified Full-time Service Pay Plan

2% Wage Adjustment - 2.372% Steps

PayGrade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	
HU.41														
Annual	104,885.01	107,372.88	109,919.76	112,527.06	115,196.20	117,928.66	120,725.92	123,589.54	126,521.09	129,522.17	132,594.43	135,739.57	138,959.32	
Bi-wkly	4,034.04	4,129.73	4,227.68	4,327.96	4,430.62	4,535.72	4,643.30	4,753.44	4,866.20	4,981.62	5,099.79	5,220.75	5,344.59	
Hourly	50.42549	51.62158	52.84605	54.09955	55.38279	56.69647	58.04131	59.41805	60.82745	62.27028	63.74733	65.25942	66.80737	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	142,255.43	145,629.73	149,084.07	152,620.34	156,240.50	159,946.52	163,740.45	167,624.37	171,600.42	175,670.79	179,837.70	184,103.45	188,470.38	192,940.90
Bi-wkly	5,471.36	5,601.14	5,734.00	5,870.01	6,009.25	6,151.79	6,297.71	6,447.09	6,600.02	6,756.57	6,916.83	7,080.90	7,248.86	7,420.80
Hourly	68.39204	70.01430	71.67504	73.37517	75.11563	76.89737	78.72138	80.58865	82.50021	84.45711	86.46044	88.51128	90.61077	92.76005
HU.42														
Annual	109,919.76	112,527.06	115,196.20	117,928.66	120,725.92	123,589.54	126,521.09	129,522.17	132,594.43	135,739.57	138,959.32	142,255.43	145,629.73	
Bi-wkly	4,227.68	4,327.96	4,430.62	4,535.72	4,643.30	4,753.44	4,866.20	4,981.62	5,099.79	5,220.75	5,344.59	5,471.36	5,601.14	
Hourly	52.84605	54.09955	55.38279	56.69647	58.04131	59.41805	60.82745	62.27028	63.74733	65.25942	66.80737	68.39204	70.01430	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	149,084.07	152,620.34	156,240.50	159,946.52	163,740.45	167,624.37	171,600.42	175,670.79	179,837.70	184,103.45	188,470.38	192,940.90	197,517.46	202,202.57
Bi-wkly	5,734.00	5,870.01	6,009.25	6,151.79	6,297.71	6,447.09	6,600.02	6,756.57	6,916.83	7,080.90	7,248.86	7,420.80	7,596.83	7,777.02
Hourly	71.67504	73.37517	75.11563	76.89737	78.72138	80.58865	82.50021	84.45711	86.46044	88.51128	90.61077	92.76005	94.96032	97.21278
HU.43														
Annual	115,196.20	117,928.66	120,725.92	123,589.54	126,521.09	129,522.17	132,594.43	135,739.57	138,959.32	142,255.43	145,629.73	149,084.07	152,620.34	
Bi-wkly	4,430.62	4,535.72	4,643.30	4,753.44	4,866.20	4,981.62	5,099.79	5,220.75	5,344.59	5,471.36	5,601.14	5,734.00	5,870.01	
Hourly	55.38279	56.69647	58.04131	59.41805	60.82745	62.27028	63.74733	65.25942	66.80737	68.39204	70.01430	71.67504	73.37517	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	156,240.50	159,946.52	163,740.45	167,624.37	171,600.42	175,670.79	179,837.70	184,103.45	188,470.38	192,940.90	197,517.46	202,202.57	206,998.82	211,908.83
Bi-wkly	6,009.25	6,151.79	6,297.71	6,447.09	6,600.02	6,756.57	6,916.83	7,080.90	7,248.86	7,420.80	7,596.83	7,777.02	7,961.49	8,150.34
Hourly	75.11563	76.89737	78.72138	80.58865	82.50021	84.45711	86.46044	88.51128	90.61077	92.76005	94.96032	97.21278	99.51867	101.87925
HU.44														
Annual	120,725.92	123,589.54	126,521.09	129,522.17	132,594.43	135,739.57	138,959.32	142,255.43	145,629.73	149,084.07	152,620.34	156,240.50	159,946.52	
Bi-wkly	4,643.30	4,753.44	4,866.20	4,981.62	5,099.79	5,220.75	5,344.59	5,471.36	5,601.14	5,734.00	5,870.01	6,009.25	6,151.79	
Hourly	58.04131	59.41805	60.82745	62.27028	63.74733	65.25942	66.80737	68.39204	70.01430	71.67504	73.37517	75.11563	76.89737	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	163,740.45	167,624.37	171,600.42	175,670.79	179,837.70	184,103.45	188,470.38	192,940.90	197,517.46	202,202.57	206,998.82	211,908.83	216,935.31	222,081.01
Bi-wkly	6,297.71	6,447.09	6,600.02	6,756.57	6,916.83	7,080.90	7,248.86	7,420.80	7,596.83	7,777.02	7,961.49	8,150.34	8,343.67	8,541.58
Hourly	78.72138	80.58865	82.50021	84.45711	86.46044	88.51128	90.61077	92.76005	94.96032	97.21278	99.51867	101.87925	104.29583	106.76972
HU.45														
Annual	126,521.09	129,522.17	132,594.43	135,739.57	138,959.32	142,255.43	145,629.73	149,084.07	152,620.34	156,240.50	159,946.52	163,740.45	167,624.37	
Bi-wkly	4,866.20	4,981.62	5,099.79	5,220.75	5,344.59	5,471.36	5,601.14	5,734.00	5,870.01	6,009.25	6,151.79	6,297.71	6,447.09	
Hourly	60.82745	62.27028	63.74733	65.25942	66.80737	68.39204	70.01430	71.67504	73.37517	75.11563	76.89737	78.72138	80.58865	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	171,600.42	175,670.79	179,837.70	184,103.45	188,470.38	192,940.90	197,517.46	202,202.57	206,998.82	211,908.83	216,935.31	222,081.01	227,348.77	232,741.49
Bi-wkly	6,600.02	6,756.57	6,916.83	7,080.90	7,248.86	7,420.80	7,596.83	7,777.02	7,961.49	8,150.34	8,343.67	8,541.58	8,744.18	8,951.60
Hourly	82.50021	84.45711	86.46044	88.51128	90.61077	92.76005	94.96032	97.21278	99.51867	101.87925	104.29583	106.76972	109.30230	111.89495
HU.46														
Annual	132,594.43	135,739.57	138,959.32	142,255.43	145,629.73	149,084.07	152,620.34	156,240.50	159,946.52	163,740.45	167,624.37	171,600.42	175,670.79	
Bi-wkly	5,099.79	5,220.75	5,344.59	5,471.36	5,601.14	5,734.00	5,870.01	6,009.25	6,151.79	6,297.71	6,447.09	6,600.02	6,756.57	
Hourly	63.74733	65.25942	66.80737	68.39204	70.01430	71.67504	73.37517	75.11563	76.89737	78.72138	80.58865	82.50021	84.45711	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	179,837.70	184,103.45	188,470.38	192,940.90	197,517.46	202,202.57	206,998.82	211,908.83	216,935.31	222,081.01	227,348.77	232,741.49	238,262.11	243,913.69
Bi-wkly	6,916.83	7,080.90	7,248.86	7,420.80	7,596.83	7,777.02	7,961.49	8,150.34	8,343.67	8,541.58	8,744.18	8,951.60	9,163.93	9,381.30
Hourly	86.46044	88.51128	90.61077	92.76005	94.96032	97.21278	99.51867	101.87925	104.29583	106.76972	109.30230	111.89495	114.54910	117.26620
HU.47														
Annual	138,959.32	142,255.43	145,629.73	149,084.07	152,620.34	156,240.50	159,946.52	163,740.45	167,624.37	171,600.42	175,670.79	179,837.70	184,103.45	
Bi-wkly	5,344.59	5,471.36	5,601.14	5,734.00	5,870.01	6,009.25	6,151.79	6,297.71	6,447.09	6,600.02	6,756.57	6,916.83	7,080.90	
Hourly	66.80737	68.39204	70.01430	71.67504	73.37517	75.11563	76.89737	78.72138	80.58865	82.50021	84.45711	86.46044	88.51128	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
Annual	188,470.38	192,940.90	197,517.46	202,202.57	206,998.82	211,908.83	216,935.31	222,081.01	227,348.77	232,741.49	238,262.11	243,913.69	249,699.32	255,622.19
Bi-wkly	7,248.86	7,420.80	7,596.83	7,777.02	7,961.49	8,150.34	8,343.67	8,541.58	8,744.18	8,951.60	9,163.93	9,381.30	9,603.82	9,831.62
Hourly	90.61077	92.76005	94.96032	97.21278	99.51867	101.87925	104.29583	106.76972	109.30230	111.89495	114.54910	117.26620	120.04776	122.89529

Rates may vary slightly due to system's rounding/use of 5-digit rates.

HU Henrico County Unclassified Full-time Service Pay Plan

2% Wage Adjustment - 2.372% Steps

PayGrade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	
HU.55														
<i>Annual</i>	202,202.57	206,998.82	211,908.83	216,935.31	222,081.01	227,348.77	232,741.49	238,262.11	243,913.69	249,699.32	255,622.19	261,685.55	267,892.73	
<i>Bi-wkly</i>	7,777.02	7,961.49	8,150.34	8,343.67	8,541.58	8,744.18	8,951.60	9,163.93	9,381.30	9,603.82	9,831.62	10,064.83	10,303.57	
<i>Hourly</i>	97.21278	99.51867	101.87925	104.29583	106.76972	109.30230	111.89495	114.54910	117.26620	120.04776	122.89529	125.81037	128.79459	
	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27
<i>Annual</i>	274,247.15	280,752.29	287,411.73	294,229.14	301,208.26	308,352.92	315,667.05	323,154.67	330,819.90	338,666.95	346,700.13	354,923.85	363,342.65	371,961.13
<i>Bi-wkly</i>	10,547.97	10,798.16	11,054.30	11,316.51	11,584.93	11,859.73	12,141.04	12,429.03	12,723.84	13,025.65	13,334.62	13,650.92	13,974.72	14,306.20
<i>Hourly</i>	131.84959	134.97707	138.17872	141.45632	144.81167	148.24660	151.76301	155.36283	159.04803	162.82065	166.68276	170.63647	174.68397	178.82747

Rates may vary slightly due to system's rounding/use of 5-digit rates.

FY 2021-22 Payroll Calendar

(June 19, 2021 through June 17, 2022)

County holidays include:

New Year's Day	Independence Day	Day after Thanksgiving
Martin Luther King, Jr. Day	Labor Day	Christmas Eve
President's Day	Veterans Day	Christmas Day
Memorial Day	Thanksgiving Day	Two Floating Holidays*

June 2021

S	M	T	W	T	F	S
		1	2	3	4	5 ^{B26}
6	7	8	9	10	◆	12
13	14	15	16	17	18	19 ^{B01}
20	21	22	23	24	◆	26
27	28	29	30			

July 2021

S	M	T	W	T	F	S
				1	2	3 ^{B02}
4	H	6	7	8	◆	10
11	12	13	14	15	16	17 ^{B03}
18	19	20	21	22	◆	24
25	26	27	28	29	30	31 ^{B04}

August 2021

S	M	T	W	T	F	S
1	2	3	4	5	◆	7
8	9	10	11	12	13	14 ^{B05}
15	16	17	18	19	◆	21
22	23	24	25	26	27	28 ^{B06}
29	30	31				

September 2021

S	M	T	W	T	F	S
			1	2	◆	4
5	H	7	8	9	10	11 ^{B07}
12	13	14	15	16	◆	18
19	20	21	22	23	24	25 ^{B08}
26	27	28	29	30		

October 2021

S	M	T	W	T	F	S
					◆	2
3	4	5	6	7	8	9 ^{B09}
10	11	12	13	14	◆	16
17	18	19	20	21	22	23 ^{B10}
24	25	26	27	28	◆	30
31						

November 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6 ^{B11}
7	8	9	10	H	◆	13
14	15	16	17	18	19	20 ^{B12}
21	22	23	◆	H	H	27
28	29	30				

December 2021

S	M	T	W	T	F	S
			1	2	3	4 ^{B13}
5	6	7	8	9	◆	11
12	13	14	15	16	17	18 ^{B14}
19	20	21	◆	H	H	25
26	27	28	29	30	H	

January 2022

S	M	T	W	T	F	S
						1 ^{B15}
2	3	4	5	6	◆	8
9	10	11	12	13	14	15 ^{B16}
16	H	18	19	20	◆	22
23	24	25	26	27	28	29 ^{B17}
30	31					

February 2022

S	M	T	W	T	F	S
		1	2	3	◆	5
6	7	8	9	10	11	12 ^{B18}
13	14	15	16	17	◆	19
20	H	22	23	24	25	26 ^{B19}
27	28					

March 2022

S	M	T	W	T	F	S
		1	2	3	◆	5
6	7	8	9	10	11	12 ^{B20}
13	14	15	16	17	◆	19
20	21	22	23	24	25	26 ^{B21}
27	28	29	30	31		

April 2022

S	M	T	W	T	F	S
					◆	2
3	4	5	6	7	8	9 ^{B22}
10	11	12	13	14	◆	16
17	18	19	20	21	22	23 ^{B23}
24	25	26	27	28	◆	30

May 2022

S	M	T	W	T	F	S
1	2	3	4	5	6	7 ^{B24}
8	9	10	11	12	◆	14
15	16	17	18	19	20	21 ^{B25}
22	23	24	25	26	◆	28
29	H	31				

June 2022

S	M	T	W	T	F	S
			1	2	3	4 ^{B26}
5	6	7	8	9	◆	11
12	13	14	15	16	17	18 ^{B01}
19	20	21	22	23	◆	25
26	27	28	29	30		

Beginning of payperiod
 ◆ Payday
 H County observed holiday (see list above)

*May be used for personal religious observances or other personal needs

County of Henrico
FY 2020-21 Promotional Pay Increases
 Effective 3-Nov-2015

Pay grade increase (Number of pay grades moving up)	Pay step increase (if <u>NON</u>-SUPERVISORY) *	Pay step increase (if SUPERVISORY) *
0	0	1-step increase (2.372% or step 1 of new paygrade)
1	2-step increase (4.8% or step 1 of new paygrade)	3-step increase (7.286% or step 1 of new paygrade)
2	3-step increase (7.286% or step 1 of new paygrade)	4-step increase (9.83% or step 1 of new paygrade)
3	4-step increase (9.83% or step 1 of new paygrade)	5-step increase (12.436% or step 1 of new paygrade)
4 or more	5-step increase (12.436% or step 1 of new paygrade)	6-step increase (15.103% or step 1 of new paygrade)

** Or to step 01 of new (higher) pay grade, whichever is greater.*

For the current Promotion Policy, please refer to Section §4.3 b of Henrico County's Policies and Procedures available online via the Employee Portal (policy chart also applies to demotions, number of steps for demotion are subtracted)

To Calculate a Promotional Pay Increase:

- Locate your current grade and step in the correct pay plan
- Identify the number of pay grades you are moving up
- Count from your current grade and step the number of steps indicated in the chart above – that is your new annual salary
- Find that annual salary amount in the new pay grade – that is your new step
 - Note if that annual salary amount falls below the step one annual salary amount in the new pay grade your new step will be step one of the new pay grade (per Section §4.3)

THE HENRICO WAY

The County's vision of a lean workforce comprised of highly engaged and talented individuals empowered to lead at all levels and consistently demonstrate exemplary:

- Customer Service
- Leadership
- Accountability

OUR MISSION

In partnership with our citizens, Henrico County Government is dedicated to enhancing the quality of life for all our residents. As a nationally acclaimed local government, the County accepts the challenges of our changing social, physical, and economic environments by serving in an efficient manner with pride and concern for the present and excitement for the future.

We value diversity and strive to meet the needs of our ever-changing community. Our differences enhance our performance; through individual contributions, involvement, and creativity, the quality and effectiveness of our government are strengthened. By working together and learning from each other, we reach common goals and fulfill our responsibilities.

OUR VALUES

We are dedicated to providing our citizens responsible government and offering excellent, professional customer service while considering the needs of all people and our environment.

We are committed to the concept that the public deserves honest consideration, professional conduct, and respect regarding all government activities.

We are dedicated to delivering services with integrity, credibility, and sensitivity to employee and citizen needs.

We value the diversity of our continuously changing community and workforce and are committed to providing a healthy, just, and equitable place to live and work.

We recognize that our employees are a valuable resource to be treated with equality, fairness, and justice.

We believe that accountability and responsibility in handling the public's property and money are essential and will be beyond reproach.

