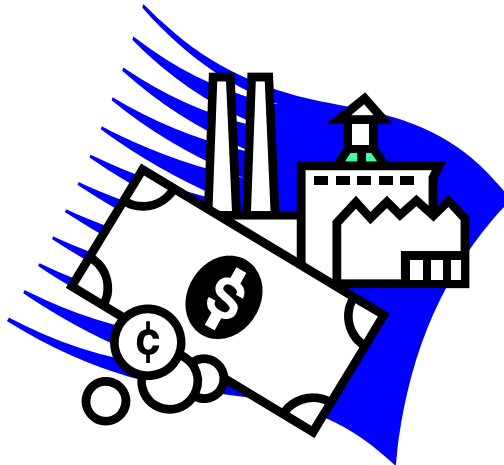


# 2011 Manufacturing Compensation & Benefits Survey<sup>©</sup>



## Sponsored by:

### **Manufacturers Alliance**

6233 Fernbrook Lane N  
Maple Grove, MN 55311  
763-533-8239

### **Minnesota Precision Manufacturing Association**

5353 Wayzata Blvd., Suite 207  
Minneapolis, MN 55416  
952-564-3041

## Compiled by:

Denarius Human Resources, Inc. St. Paul, MN 651-482-8606 [www.DenariusInc.com](http://www.DenariusInc.com)

## Table of Contents

	<b>Page</b>
Introduction	2
Compensation Practices	
Compensation Adjustments	5
Premium Pay	9
Bonus and Incentive Programs	11
Survey Job Titles	
Job Titles by Functional Area	14
Alphabetical Job List / Index	18
Explanation of Results	22
Compensation Reports by Position	25
Benefits Practices	
Managing Healthcare Costs	196
Medical & Dental Insurance	197
Holidays	202
Paid Time Off (Non-Holidays)	204
Other Benefits	206
General Management Trends	
Management Practices	207
Other Practices	
Top Business Challenges in 2011	210
Top Human Resources Challenges in 2011	213
Most Significant Impact of Healthcare Reform	216
Changes to Employee Headcount in 2011	218
Jobs Likely to Hire in 2011	219
Survey Participants	
Alphabetical Participant List	221
Participants by Industry Type	222
Participants by Number of Company Employees	224
Participants by Distance From Minneapolis	226

## Introduction

The Manufacturers Alliance and Minnesota Precision Manufacturing Association (MPMA) are pleased to present the *2011 Manufacturing Compensation & Benefits Survey®*. This survey report is rich in features designed to enable you to assess your company's compensation, benefits, and human resources programs. These include:

- *Graphic style* for quick analysis.
- *Detailed Table of Contents* for ease of use in locating jobs of interest to your organization.
- *Complimentary Participant Profile Report* for participating organizations that purchase the survey, which compares reported pay data to the overall pay average for the position. This aids in determining your company's competitive market position.
- Comprehensive information on *rapidly changing benefits programs*.

We wish to thank all of the companies who submitted their data for this survey.

Data presented in this report is **effective as of January 1, 2011**.

## Participating Organization Information

This year, 152 companies with a combined total of over 42,900 employees in the Twin Cities metro and surrounding areas submitted compensation and benefits data for the survey. The collective annualized compensation reported in this survey report represents in excess of \$969 million.

### *Annual Revenue*

Participants were asked to indicate which revenue category best represented their organizations' annual revenues. More than half of the participants (55.3%) have \$20 million or more in revenue.

Annual Company Revenue			
Under \$9.9 Million	\$10 to \$19.9 Million	\$20 to \$49.9 Million	Over \$50 Million
21.7 %	23.0 %	28.3 %	27.0 %

### *Number of Employees*

Participants matched and reported pay-related data for 19,761 employees in 171 survey jobs. Survey participants are generally "mid-sized" firms with 50% of participants having between 58 and 234 employees. The median number of total employee headcount is 108 (up from 91 last year); half of participants have more than 108 employees and half have less than 108 employees. The average number of employees this year is 287 compared with an average of 243 employees in the 2010 survey.

Employee Group	25 <sup>th</sup> Percentile	Average	Median	75 <sup>th</sup> Percentile
Exempt	17	92	30	70
Non-Exempt	6	77	18	43
Hourly	30	135	57	116
Temporary	3	28	8	21
Total Number of Employees	58	287	108	234

Exempt – Employees exempt from the overtime provisions of the Fair Labor Standards Act (FLSA).

Non-Exempt – Non-production employees subject to the overtime provisions of the FLSA.

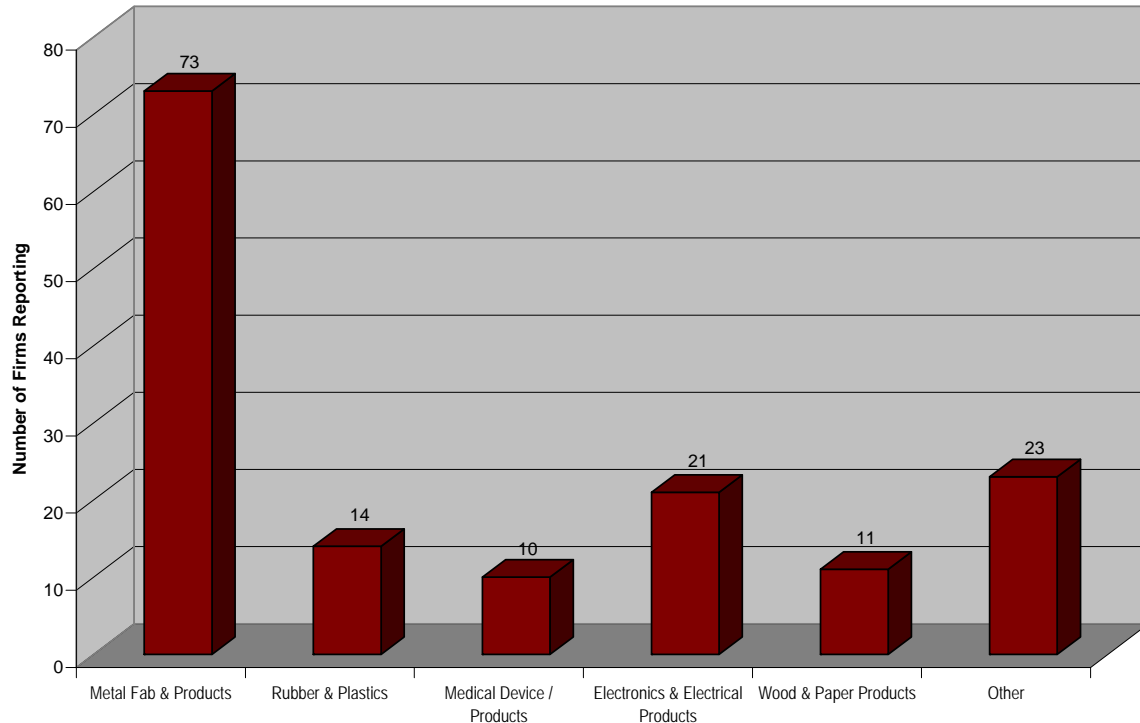
Hourly – Employees in production oriented positions and subject to the overtime provisions of the FLSA.

Temporary ("Temps") – Workers hired (either contracted through an employment agency or hired directly) to work for a specific period of time.

## *Company Classification*

Participating companies described themselves as one of six industry groupings, with Metal Fabrication representing about half of the participants (48%).

**Participant Classification by Industry**



## *Union Status*

Ten participants (6.6%) indicated they have bargaining unit (union) employees, and reported pay data for 795 employees in 36 survey positions. This continues to represent 1.9% of all employees reported with minimal impact on the overall analysis of compensation practices.

## *Participating Companies*

A list of participating companies is included in the last section of this report. This list excludes participants who asked that their names not be published. In addition to a partial alphabetical list of companies, participating companies are listed by Industry Type, Number of Company Employees, and Area within Minnesota. Note: These lists also exclude the names of participants wishing to remain anonymous.

## **Related Survey Findings**

The survey report includes findings on a variety of compensation and benefits subjects including:

- Percentage of pay increases
- Premium pay (shift differentials)
- Bonus and incentive program practices
- Health insurance practices, including costs
- Paid time off including holidays and non-holidays
- Other benefits offered by participants

Brief explanations of pertinent terms and data displays are provided with the reported findings for each topic.

## Participant Profile Report

Each participating organization that purchases the survey receives a separate analysis of their organization that enables them to directly compare their rates for individual positions against the same positions reported by all the other participating companies in the same industry category.

*Profile Reports* include only those positions for which the participant reported data.

*Profile Reports* display Average Rate Paid by participant compared to the Average Survey Rate for participants in the same industry and geographic location. The Variance columns on the report show the dollar and percentage amounts by which the participant's reported pay level differs from that of all participants in the same industry and geographic location. Green and red "circles" indicate when the participant pays above or below the "going market rate" (survey average).

## General Comments

If you have any questions about this report or any of the data reported, feel free to contact the survey sponsors directly:

Vickie Parks  
**Manufacturers Alliance**  
763-533-8239  
vickiep@mfrall.com

Jaime Nolan  
**MN Precision Manufacturing Association**  
952-564-3041  
jaime@mpma.com

*This survey, or any other surveys, should not be used or directly referred to in collective bargaining sessions. They certainly can be used in preparation for these sessions.*

*Use of this report is restricted to survey participants and purchasers of the report. The design and content of this report is the property of the Manufacturers Alliance.*

## 2011 Manufacturing Compensation & Benefits Survey ©

### Administrative Assistant

Job Code: 33

*Performs more advanced secretarial duties, generally for two or more individuals. Handles routine matters for manager where appropriate. Handles confidential information. May compose correspondence, collect or research information from various sources for report or meeting preparation, etc. May direct the work of more junior secretaries.*

*Requires a high school diploma or equivalent and five or more years secretarial experience with knowledge of operations and policies.*

Data by Industry	Number of:		***** Base Wage (\$ per hour) *****					** Bonus Paid (\$ per year) **			**** Pay Range (\$ per hour) ****		
	Firms	EEs	25th Percentile	Average	Weighted Average	Median	75th Percentile	Firms	EEs	Wtd. Avg. Paid	Average Minimum	Average Midpoint	Average Maximum
<b>Metal Fab &amp; Products</b>	27	89	15.45	17.97	19.40	17.25	20.00	7	29	2,835	15.90	20.48	24.51
<b>Rubber &amp; Plastics</b>	5	11	*	20.97	20.50	21.50	*	3	6	1,629	17.34	21.24	26.03
<b>Medical Device / Products</b>	3	9	*	20.17	20.88	19.55	*	1	2	*	*	*	*
<b>Electronics &amp; Electrical Products</b>	12	41	16.67	18.21	17.88	17.60	19.94	2	2	*	15.25	18.38	21.53
<b>Other</b>	10	61	16.33	18.50	19.45	19.78	21.14	3	43	1,968	14.45	17.80	21.52
<b>Data by Number of Company Employees</b>													
<b>Less than 50</b>	6	8	14.50	17.65	17.65	17.42	19.62	2	3	*	14.90	*	*
<b>50 to 99</b>	9	12	15.84	17.94	18.81	16.65	20.59	1	1	*	*	*	*
<b>100 to 224</b>	16	25	15.76	17.63	17.75	17.42	19.87	3	5	491	14.11	17.39	20.75
<b>225 to 400</b>	9	19	16.03	18.15	18.09	17.31	20.93	4	7	1,639	14.50	18.23	21.94
<b>Over 400</b>	17	147	17.59	20.08	19.77	20.95	22.95	6	66	2,494	16.74	20.67	24.68
<b>Data by Company Revenue</b>													
<b>Under \$9.9 Million</b>	5	15	*	16.52	18.45	17.25	*	0	0	*	*	*	*
<b>\$10 to \$19.9 Million</b>	11	13	15.13	17.13	17.78	16.00	17.70	0	0	*	15.30	*	*
<b>\$20 to \$49.9 Million</b>	15	24	16.71	18.17	18.09	18.13	20.00	5	7	704	14.93	18.41	22.29
<b>Over \$50 Million</b>	26	159	17.21	19.63	19.61	19.46	22.33	9	63	2,546	15.67	19.34	23.07
<b>Data by Area</b>													
<b>Within 20 Miles from Minneapolis</b>	38	135	16.65	18.61	20.51	18.98	21.55	10	54	2,788	15.51	19.55	23.33
<b>20 to 45 Miles from Minneapolis</b>	14	38	17.17	19.28	18.96	17.92	21.75	4	16	1,468	16.20	20.18	24.46
<b>More than 70 Miles from Minneapolis</b>	3	19	*	15.35	14.17	16.24	*	2	12	*	13.23	15.94	19.04
<b>All Reporting Companies</b>													
<i>Previous Year (2010)</i>	53	162	16.58	18.93	19.24	18.99	21.40	14	44	2,166	15.28	18.47	21.56
<b>2011</b>	<b>57</b>	<b>211</b>	<b>16.44</b>	<b>18.49</b>	<b>19.24</b>	<b>17.72</b>	<b>21.23</b>	<b>16</b>	<b>82</b>	<b>2,234</b>	<b>15.41</b>	<b>19.22</b>	<b>23.03</b>

\* Data by Industry, Number of Employees, Revenue and Region are not shown if fewer than 3 firms reported data. 25th and 75th Percentile not shown if fewer than 6 firms reported data.

## Survey Participants

### Alphabetical Participant List\*

7-SIGMA, Inc.	E.J. Ajax & Sons, Inc.	Pequot Tool & Mfg, Inc.
AbelConn, LLC	Ecowater Systems LLC	Phillips & Temro Industries, Inc.
AbeTech	EDCO Products, Inc.	Plymouth Industries
ADO Products, LLC	Emerson Process Management	Precise Products Corporation
Advanced Web Technologies, LLC	Rosemount Division	Precision, Inc.
AGA Medical Corporation	Engineered Products Company	Preco, Inc.
Alexandria Extrusion Company	Exlar Corporation	Priority Envelope, Inc.
Amesbury Group Plastic Profile, Inc.	FasTest, Inc.	Quality Assured Label
Anderson Dahlen	Graco Inc.	Quality Tech Services, Inc.
Applied Vacuum Technology, Inc.	Granger Machine, Inc.	Quality Tool, Inc.
ASI DataMyte, Inc.	Hartfiel Automation	Remmele Engineering, Inc.
ATK Federal Premium Ammunition	Hegman Machine Tool, Inc.	RTD Company, Inc.
Atlas Manufacturing	Hiawatha Rubber Company	SAGE Electrochromics
Automated EDM, Inc.	Hibbing Fabricators, Inc.	Sandvik Hard Materials
Aveda Corporation	Holmberg Company, Inc.	Sil-Pro
Bauer Welding & Metal Fabricators, Inc.	Huot Manufacturing Company	Star Exhibits & Environments, Inc.
Bell Manufacturing	Hutchinson Technology, Inc.	Stellar Technologies
Bellcomb Technologies, Inc.	Industrial Door Co Inc.	Stylmark, Inc.
Bermo, Inc.	Ironwood Electronics	Superior Tool & Machining Company
Birchwood Laboratories, Inc.	ISC Companies	Taylor Machine, Inc.
Bondhus Corporation	Jones Metal Products, Inc.	TEAM Industries - Bagley
Braas Company	KEB America, Inc.	Technical Services for Electronics, Inc.
Braemar, Inc.	Kurt Manufacturing Company	Tennant Company
Branch Manufacturing Company, Inc.	Lake Air Companies	Tescom
BTD Manufacturing Inc.	Le Sueur, Incorporated	The Toro Company
Carley Foundry, Inc.	Lexington Manufacturing, Inc.	Thermotech
Caterpillar Paving Products	Lifetouch National School Studios	Thomas Engineering Company
Central Container Corporation	Lowell Inc.	Thomson Reuters
Checker Machine, Inc.	Malco Products, Inc.	Tjernlund Products, Inc.
Circuit Check	Mate Precision Tooling	Trendex, Inc.
Clean Air Products	Medical Concepts Development, Inc.	TSI, Incorporated
Colder Products Company	Mereen-Johnson Machine Co, Inc.	TURCK, Inc.
Continental Machines, Inc.	Midwest Group One	Twin City Die Castings Company
Control Products, Inc.	Midwest Rubber Service & Supply	Twin City Fan Companies, LTD
Corchran, Inc.	Company	UMC, Inc.
Cretex Companies, Inc.	Milltronics Manufacturing Company	UniPunch Products, Inc.
Cummins Power Generation	Minco Products, Inc.	Uponor
CyberOptics Corporation	Minnesota Rubber & Plastics / Quadion	Uroplasty, Inc.
D.S. Manufacturing Inc	Corporation	USP Structural Connectors
Data Sciences International, Inc.	Minnesota Thermal Sciences, LLC	Vision-Ease Lens
Despatch Industries	Minntech Corporation	Water Gremlin Co.
Determan Brownie, Inc.	Molex Copper Flex Products	Waymar Industries, Inc.
Diversified Plastics, Inc.	MTS Systems Corporation	Western Graphics, Inc.
DRI-STEEM Corporation	MultiSource Manufacturing, LLC	Whirltronics, Inc.
Du Fresne Manufacturing Company	Navy Island Plywood	Wilbert Plastic Services
Dynamic Group	North Anoka Control Systems, Inc.	Wilson Tool International, Inc.
Dynamic Sealing Technologies, Inc.	PaR Systems, Inc.	Wrico Stamping Company of Minnesota
E & O Tool & Plastics, Inc.	Pentair Technical Products	WSI Industries, Inc.
E.A. Sween Company		

**Total Participant Count: 152**

*\* Excludes 10 firms that asked not to be listed in this year's survey.*