

Airport Security Coordinator and Assistant Airport Security Coordinator New Salaries

Justification: Based on the revised job description for the Airport Security Coordinator (ASC) requiring supervision of an Assistant Airport Security Coordinator and the Airport Security Guards a new salary scale is needed for the position.

Recommended Salary for Airport Security Coordinator

- The recommended base salary for an Airport Security Manager according to the Glassdoor website (attached) is \$63,046 (\$30.31/hr.) nationally and \$62,700 (\$30.14/hr.) in Colorado. This position lists some of the Airport Security Manager’s responsibilities as:
 - Identify and protect company assets through the development and implementation of security protocols
 - Make sure that staff follow security procedures and guidelines through training programs and assessments
 - Hire and train security staff
- In comparing the information from Glassdoor along with the job descriptions for the Aspen Airport Credentialing Specialist, the OSS Lieutenant, and the Airport Security Coordinator (based on suggested revisions), we recommend using the OSS Lieutenant pay scale (shown below) for the Airport Security Coordinator. The current minimum hourly rate for the Aspen Airport Credentialing Specialist is \$33.38/hr., with the Glassdoor website recommending \$30.31/hr., and the OSS Lieutenant step 1 is \$28.9641. The supervisory duties of the OSS Lieutenant align with the new supervisory duties of the Airport Security Coordinator.

Current OSS Lieutenant & Proposed ASC Pay Scale

	0	0	0	0
1	28.9641	2510.32		60245.41
2	29.9864	2598.92		62371.72
3	31.0087	2687.52		64498.02
4	32.0309	2776.12		66624.33
5	33.0532	2864.72		68750.64
6	34.0755	2953.32		70876.95
7	35.0977	3041.92		73003.26
8	36.1200	3130.52		75129.57
9	37.1423	3219.12		77255.88
10	38.1645	3307.72		79382.18
11	39.1868	3396.32		81508.49

Recommended Salary for Assistant Airport Security Coordinator

- Based on the recommended job description for the Assistant Airport Security Coordinator it is recommended to use the OSS Firefighter salary (as shown below) as these employees are

expected to fill in for the Lieutenant, as the Assistant ASC will be expected to fill in for the Airport Security Coordinator.

Current OSS Firefighter & Proposed Assistant ASC Pay Scale

0	0	0	0
1	22.6927	1966.78	47200.82
2	23.4936	2036.19	48866.73
3	24.2945	2105.6	50532.65
4	25.0955	2175.03	52198.56
5	25.8964	2244.44	53864.47
6	26.6973	2313.85	55530.38
7	27.4982	2383.27	57196.29
8	28.2991	2452.68	58862.20
9	29.1001	2522.11	60528.11
10	29.9010	2591.52	62194.03
11	30.7019	2660.93	63859.94

Notes

- Recommend adding the following language in the revised Airport Security Coordinator’s job description under Education:
 “A Bachelor’s degree from an accredited college or university in Security, Public Administration, Business Administration, Aviation Management or other related field and some relevant experience working in airport operations, airport security”
- B. Knight is currently making \$26.3529/hr. after the salary survey; she was moved from Step 1 to Step 10. My recommendation would be to start her at Step 1 (\$28.9641/hr.) of the new salary schedule (current OSS Lieutenant Salary schedule).