
 Town of Swansboro	Personnel Policy		The Pay Plan Certification Salary Increases	
	Number: Article III; Section 19	Revisions:	Effective Date: November 20, 2012	Page of 1 1
	Supersedes:		Approved By: 	

ARTICLE III. THE PAY PLAN

Section 19. Certification Salary Increases

Subject to availability of funds, employees who achieve certifications above those required by their classifications or which are directly related to higher skills or different potential tasks may be rewarded with a pay increase in an amount recommended by the Town Manager. The bonus may be either in the form of a salary increase within the range, or a one-time payment not a part of base pay. Employees are eligible for these increases for achieving certifications directly related to their work as such as code enforcement, firefighting and inspections, and for advanced or specialized law enforcement training.