New employees may be placed on the schedule from Step 1-6 based on previous office personnel experience.

*PSP Credits will be added to each person's salary
**Longevity stipends will be given in the following manner:
   - After 5 years - $15.00 per month
   - After 10 years - $20.00 per month
   - After 15 years - $25.00 per month
   - After 20 years - $30.00 per month
   - After 25 years - $35.00 per month

Substitute Secretary: $13.18