



**Byron P. Decoteau, Jr., Director**

Post Office Box 94111  
Baton Rouge, LA 70804-9111  
225.342.8274  
[scsinfo@civilservice.la.gov](mailto:scsinfo@civilservice.la.gov)  
[civilservice.la.gov](http://civilservice.la.gov)

## GENERAL CIRCULAR NUMBER 2025-038

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**DATE:** July 23, 2025

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** Changes to the Pay Plan – Results of the July 2025 Pay Hearing

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Please be advised that changes will be made to the State Civil Service (SCS) Classification and Pay Plan as proposed in [General Circular No. 2025-035](#). The exhibits were considered and approved by the SCS Commission at the public pay hearing on July 9, 2025. Also, where necessary, the Governor has granted approval.

### **EFFECTIVE DATE OF CHANGES: SEPTEMBER 15, 2025**

The changes outlined in the attached instructions shall be implemented on the effective date by all state agencies. The official job specifications for the new jobs will be available on the SCS [Job Information and Test Finder](#) on the effective date. If job corrections are required by SCS, position descriptions for affected positions shall be submitted to SCS as soon as possible and no later than 90 days following the effective date. All job corrections for positions affected by these changes shall have an effective date of September 15, 2025. Pay for employees subject to job correction shall be in accordance with SCS Rule 6.8.1, Pay Upon Job Correction.

Human Resources professionals at state agencies should carefully review the attached instructions to determine what actions are necessary to implement these changes relative to personnel and positions for their agency. Agencies delaying the implementation of the pay plan changes as provided in this General Circular beyond the 90-day implementation period may be restricted from processing other requests through SCS until the necessary actions to fully implement these changes have been completed by the agency.

Please note that any pending personnel actions are to be completed prior to the effective date for positions that will be affected by these changes. In addition, active eligible lists will no longer be valid after the effective date for positions that will have a job title change. Agencies should take the necessary hire actions prior to the effective date of these changes or be subject to reposting the vacancy. Employees on detail to special duty to or from positions that are affected by these changes shall be returned from detail for their detail pay to be recalculated as needed.

If there are any questions concerning the subject matter of this General Circular, you may contact SCS by emailing [SCSInfo@civilservice.la.gov](mailto:SCSInfo@civilservice.la.gov) or by calling (225) 342-8272.

Sincerely,

s/Byron P. Decoteau  
State Civil Service Director

## IMPLEMENTATION INSTRUCTIONS FOR PAY PLAN CHANGES RESULTING FROM THE PAY HEARING ON JULY 9, 2025

The following instructions pertain to job assessments that have been completed by SCS. Refer to each section below to determine if job corrections are required. Please note that significant duty changes should not be present when submitting a position description for job correction. If significant duty changes are required at the time of implementation, it will be necessary to consult with SCS prior to submission. Agencies that use the LaGov-HCM system may refer to the Entry Guidelines in the [HR Information Portal](#) for more information on system entry procedures.

### NEW JOBS FOR ADDITION TO THE PAY PLAN

#### Implementation Instructions for New Jobs:

**New Job Concept That Previously Did Not Exist** – Position descriptions may be submitted to establish new positions if there is a new job concept that previously did not exist at the agency. The new position will be established as effective on the date assigned to the SCS consultant.

**New Job Title to Encompass Existing Job Function** – Position descriptions for existing classified positions that perform duties that align with these job functions, but are currently allocated to a different job code, are required to be submitted to SCS for job correction.

**New Level in a Career Progression Group** – If the new job will result in a change in the existing position's career progression group, i.e. a new level that previously did not exist, the position description is required to be submitted to SCS for job correction. SCS will job correct the position to the highest level in the CPG that the duties support. The agency, at their discretion, can then reallocate the incumbent in accordance with the revised CPG criteria for the position.

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
176520	CONSTRUCTION INSPECTOR 1	TS	305	G3
176521	CONSTRUCTION INSPECTOR 2	TS	307	G3
176522	CONSTRUCTION INSPECTOR 3	TS	309	G3
176523	CONSTRUCTION INSPECTOR 4	TS	311	G3
176524	CONSTRUCTION INSPECTOR 5	TS	313	G3
176525	CONSTRUCTION INSPECTOR SUPERVISOR	TS	315	G3
176526	LAND TECHNICIAN 1	TS	305	G3
176527	TELEVISION EDUCATION SPECIALIST 3	AS	618	D5
176528	TELEVISION ENGINEER SUPERVISOR	TS	313	D5
176529	TELEVISION MULTIMEDIA SPECIALIST 1	AS	612	D5
176530	TELEVISION MULTIMEDIA SPECIALIST 2	AS	613	D5
176531	TELEVISION MULTIMEDIA SPECIALIST 3	AS	615	D5

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
176532	TELEVISION PRODUCTION SUPERVISOR	AS	619	D5
176533	TELEVISION PROGRAMMING MANAGER	AS	620	D5
176534	TELEVISION PROGRAMMING SPECIALIST 1	AS	612	D5
176535	TELEVISION PROGRAMMING SPECIALIST 2	AS	613	D5
176536	TELEVISION PROGRAMMING SPECIALIST 3	AS	615	D5
176537	TELEVISION PROGRAMMING SPECIALIST 4	AS	616	D5
176538	TELEVISION PROGRAMMING SUPERVISOR	AS	618	D5
176539	TELEVISION SENIOR PRODUCER	AS	618	D5
176540	WAREHOUSE TECHNICIAN 1	WS	207	A2
176541	WAREHOUSE TECHNICIAN 2	WS	208	A2
176542	WAREHOUSE TECHNICIAN 3	WS	210	A2
176543	WAREHOUSE DIRECTOR	WS	216	A2

### JOB PAY GRADE CHANGES TO THE PAY PLAN

#### Implementation Instructions for Job Pay Grade Changes:

Position descriptions for existing classified positions currently allocated to these job codes are not required to be submitted to SCS for job correction. However, agencies must still take the necessary actions in LaGov-HCM or other HR system as applicable to implement the pay grade changes.

JOB CODE	JOB TITLE	FROM SCHED	FROM LEVEL	TO SCHED	TO LEVEL
154630	AGRICULTURE ASSISTANT DIVISION DIRECTOR	TS	317	TS	318
132610	AGRICULTURE MEAT PROGRAM COORDINATOR <sup>1</sup>	TS	313	TS	314
132600	AGRICULTURE SPECIALIST 3	TS	310	TS	311
134020	AGRICULTURE SPECIALIST DISTRICT SUPERVISOR	TS	311	TS	313
148330	AGRICULTURE SPECIALIST PROGRAM MANAGER <sup>1</sup>	TS	315	TS	316
148320	AGRICULTURE SPECIALIST REGIONAL ENFORCEMENT SUPERVISOR <sup>1</sup>	TS	313	TS	314
141790	ARCHITECT 1	TS	310	TS	312
141780	ARCHITECT 2	TS	312	TS	314
125060	ARCHITECT 3	TS	314	TS	316
150640	ARCHITECT 4 <sup>1</sup>	TS	315	TS	318
124420	ARCHITECT 5 <sup>1</sup>	TS	318	TS	320
166710	ARCHITECT 6 <sup>1</sup>	TS	319	TS	322
165980	ARCHITECT SENIOR SPECIALIST DCL <sup>1</sup>	TS	317	TS	319
165970	ARCHITECT SPECIALIST DCL <sup>1</sup>	TS	315	TS	317
173760	BRIDGE INSPECTOR 1	TS	305	TS	306

JOB CODE	JOB TITLE	FROM SCHED	FROM LEVEL	TO SCHED	TO LEVEL
173770	BRIDGE INSPECTOR 2	TS	307	TS	308
173780	BRIDGE INSPECTOR 3	TS	308	TS	309
173790	BRIDGE INSPECTOR 4	TS	311	TS	312
173800	BRIDGE INSPECTOR 5	TS	314	TS	315
165940	EDUCATIONAL TELEVISION TECHNOLOGY DIRECTOR <sup>1</sup>	AS	620	AS	622
165920	EDUCATIONAL TELEVISION TECHNOLOGY MANAGER <sup>1</sup>	AS	617	AS	620
165900	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 1 <sup>1</sup>	AS	613	AS	615
165910	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 2 <sup>1</sup>	AS	614	AS	616
161000	ENGINEERING TECHNICIAN 1	TS	302	TS	304
161010	ENGINEERING TECHNICIAN 2	TS	304	TS	306
161240	ENGINEERING TECHNICIAN 3	TS	306	TS	308
161250	ENGINEERING TECHNICIAN 4	TS	308	TS	310
166230	ENGINEERING TECHNICIAN 5	TS	310	TS	312
166250	ENGINEERING TECHNICIAN 7 <sup>1</sup>	TS	312	TS	314
166260	ENGINEERING TECHNICIAN DCL <sup>1</sup>	TS	312	TS	313
160050	TELEVISION ASSOCIATE PRODUCER	AS	612	AS	616
113710	TELEVISION DIRECTOR <sup>1</sup>	AS	613	AS	619
161460	TELEVISION ENGINEER 1	TS	306	TS	307
161350	TELEVISION ENGINEER DIRECTOR	TS	315	TS	317
161370	TELEVISION ENGINEER SECTION MANAGER <sup>1</sup>	TS	312	TS	315
161420	TELEVISION ENGINEER—TRANSMITTER <sup>1</sup>	TS	308	TS	311
159410	TELEVISION EXECUTIVE PRODUCER	AS	620	AS	622
113760	TELEVISION PRODUCER	AS	615	AS	617
113790	TELEVISION PRODUCTION MANAGER	AS	619	AS	620
113800	TELEVISION PROGRAMMING DIRECTOR	AS	619	AS	622
102240	WAREHOUSE MANAGER	AS	611	WS	214
102250	WAREHOUSE SUPERVISOR	AS	609	WS	212

<sup>1</sup> – Approved job title change; see Job Title Changes to the Pay Plan.

## JOB TITLE CHANGES TO THE PAY PLAN

### Implementation Instructions for Job Title Changes:

Position descriptions for existing classified positions currently allocated to these job codes are not required to be submitted to SCS for job correction. However, agencies must still take the necessary actions in LaGov-HCM or other HR system as applicable to implement the job title changes.

<b>JOB CODE</b>	<b>FROM JOB TITLE</b>	<b>TO JOB TITLE</b>
132610	AGRICULTURE MEAT PROGRAM COORDINATOR	AGRICULTURE SPECIALIST PROGRAM COORDINATOR
148330	AGRICULTURE SPECIALIST PROGRAM MANAGER	AGRICULTURE SPECIALIST MANAGER
148320	AGRICULTURE SPECIALIST REGIONAL ENFORCEMENT SUPERVISOR	AGRICULTURE SPECIALIST REGIONAL SUPERVISOR
150640	ARCHITECT 4	ARCHITECT SUPERVISOR
124420	ARCHITECT 5	ARCHITECT MANAGER
166710	ARCHITECT 6	ARCHITECT ADMINISTRATOR
165980	ARCHITECT SENIOR SPECIALIST DCL	ARCHITECT SENIOR SPECIALIST
165970	ARCHITECT SPECIALIST DCL	ARCHITECT SPECIALIST
165940	EDUCATIONAL TELEVISION TECHNOLOGY DIRECTOR	TELEVISION EDUCATION DIRECTOR
165920	EDUCATIONAL TELEVISION TECHNOLOGY MANAGER	TELEVISION EDUCATION MANAGER
165900	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 1	TELEVISION EDUCATION SPECIALIST 1
165910	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 2	TELEVISION EDUCATION SPECIALIST 2
166250	ENGINEERING TECHNICIAN 7	ENGINEERING TECHNICIAN SUPERVISOR
166260	ENGINEERING TECHNICIAN DCL	ENGINEERING TECHNICIAN CONSULTANT
176400	LAND TECHNICIAN 1	LAND TECHNICIAN 2
176410	LAND TECHNICIAN 2	LAND TECHNICIAN 3
176420	LAND TECHNICIAN 3	LAND TECHNICIAN 4
113710	TELEVISION DIRECTOR	TELEVISION MULTIMEDIA DIRECTOR
161370	TELEVISION ENGINEER SECTION MANAGER	TELEVISION ENGINEER MANAGER
161420	TELEVISION ENGINEER--TRANSMITTER	TELEVISION TRANSMITTER SPECIALIST

### **JOB SPECIFICATION CHANGES**

Implementation Instructions for Job Specification Changes:

Position descriptions for existing classified positions currently allocated to these job codes are not required to be submitted to SCS for job correction.

<b>JOB CODE</b>	<b>JOB TITLE</b>
154630	AGRICULTURE ASSISTANT DIVISION DIRECTOR
132610	AGRICULTURE MEAT PROGRAM COORDINATOR <sup>1</sup>
134000	AGRICULTURE SPECIALIST 1

JOB CODE	JOB TITLE
134010	AGRICULTURE SPECIALIST 2
132600	AGRICULTURE SPECIALIST 3
134020	AGRICULTURE SPECIALIST DISTRICT SUPERVISOR
148330	AGRICULTURE SPECIALIST PROGRAM MANAGER <sup>1</sup>
148320	AGRICULTURE SPECIALIST REGIONAL ENFORCEMENT SUPERVISOR <sup>1</sup>
141790	ARCHITECT 1
141780	ARCHITECT 2
125060	ARCHITECT 3
150640	ARCHITECT 4 <sup>1</sup>
124420	ARCHITECT 5 <sup>1</sup>
166710	ARCHITECT 6 <sup>1</sup>
165980	ARCHITECT SENIOR SPECIALIST DCL <sup>1</sup>
165970	ARCHITECT SPECIALIST DCL <sup>1</sup>
165940	EDUCATIONAL TELEVISION TECHNOLOGY DIRECTOR <sup>1</sup>
165920	EDUCATIONAL TELEVISION TECHNOLOGY MANAGER <sup>1</sup>
165900	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 1 <sup>1</sup>
165910	EDUCATIONAL TELEVISION TECHNOLOGY PROGRAM SPECIALIST 2 <sup>1</sup>
161000	ENGINEERING TECHNICIAN 1
161010	ENGINEERING TECHNICIAN 2
161240	ENGINEERING TECHNICIAN 3
161250	ENGINEERING TECHNICIAN 4
166230	ENGINEERING TECHNICIAN 5
166250	ENGINEERING TECHNICIAN 7 <sup>1</sup>
166260	ENGINEERING TECHNICIAN DCL <sup>1</sup>
176400	LAND TECHNICIAN 1 <sup>1</sup>
176410	LAND TECHNICIAN 2 <sup>1</sup>
176420	LAND TECHNICIAN 3 <sup>1</sup>
160050	TELEVISION ASSOCIATE PRODUCER
113710	TELEVISION DIRECTOR <sup>1</sup>
161460	TELEVISION ENGINEER 1
161400	TELEVISION ENGINEER 2
161390	TELEVISION ENGINEER 3
161350	TELEVISION ENGINEER DIRECTOR
161370	TELEVISION ENGINEER SECTION MANAGER <sup>1</sup>
161420	TELEVISION ENGINEER—TRANSMITTER <sup>1</sup>
159410	TELEVISION EXECUTIVE PRODUCER
113760	TELEVISION PRODUCER

<b>JOB CODE</b>	<b>JOB TITLE</b>
113790	TELEVISION PRODUCTION MANAGER
113800	TELEVISION PROGRAMMING DIRECTOR
102240	WAREHOUSE MANAGER
102250	WAREHOUSE SUPERVISOR

<sup>1</sup> – Approved job title change; see Job Title Changes to the Pay Plan.

## **JOBS TO BE ABOLISHED FROM THE PAY PLAN**

### Implementation Instructions for Abolished Jobs:

Position descriptions for existing classified positions allocated to these job codes are required to be submitted to SCS for job correction, unless the positions are no longer needed by the agency. If the positions are no longer needed, action shall be taken by agencies to archive the vacant positions in the applicable HR system by the end of the implementation period. This job will be removed from the pay plan by SCS once all incumbents have been job corrected to other job titles.

<b>JOB CODE</b>	<b>JOB TITLE</b>
113020	AUDIO VISUAL PRODUCTION SPECIALIST
165930	EDUCATIONAL TELEVISION TECHNOLOGY ASSISTANT DIRECTOR
166240	ENGINEERING TECHNICIAN 6
148710	TELEVISION AUDIO VISUAL MEDIA SUPERVISOR
113680	TELEVISION CAMERA OPERATOR 1
141220	TELEVISION CAMERA OPERATOR 2
163650	TELEVISION CAMERA OPERATOR 3
161360	TELEVISION ENGINEER ASSISTANT DIRECTOR
161470	TELEVISION ENGINEER TECHNICIAN 1
161440	TELEVISION ENGINEER TECHNICIAN 2
161430	TELEVISION ENGINEER TECHNICIAN 3
161380	TELEVISION ENGINEER TRANSMITTER SUPERVISOR
161410	TELEVISION ENGINEER--AUDIO SPECIALIST
166170	TELEVISION LIGHTING DIRECTOR STAGE MANAGER
165330	TELEVISION MANAGER
113750	TELEVISION OPERATIONS SUPERVISOR
140980	TELEVISION SENIOR DIRECTOR
159630	TELEVISION SENIOR PRODUCER 1
166160	TELEVISION SENIOR PRODUCER 2
113810	TELEVISION TRAFFIC SUPERVISOR