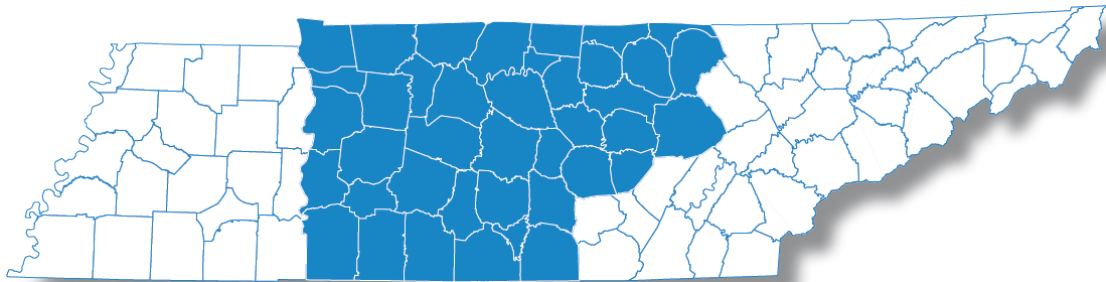


# 2023

## MIDDLE TENNESSEE **INDUSTRIAL** WAGE & BENEFIT SURVEY



# GUIDE

***Sponsored by:***

USDA, Rural Development  
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Nashville Area Chamber of Commerce  
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TN Dept. of Labor & Workforce Development  
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Upper Cumberland Development District  
Tennessee Central Economic Authority  
The Highlands Economic Partnership  
Tennessee Chamber of Commerce & Industry

**MIDDLE  
TENNESSEE**  
STATE UNIVERSITY

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MIDDLE TENNESSEE  
**2023** INDUSTRIAL  
WAGE & BENEFIT SURVEY

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# MIDDLE TENNESSEE

# 2023 INDUSTRIAL

## WAGE & BENEFIT SURVEY

The Business and Economic Research Center (BERC) in the Jones College of Business at Middle Tennessee State University (MTSU) is conducting the 2023 Middle Tennessee Industrial Wage & Benefit Survey for a 40-county Middle Tennessee and Upper Cumberland region, sponsored by the Middle Tennessee Industrial Development Association (MTIDA) and its partners. BERC will collect and analyze the data and submit resulting reports to MTIDA and to survey respondents.

MTIDA has requested that your company be invited to the study. Your participation will be critical to the success of the project. Your input will help us develop a detailed analysis of wages and benefits offered by companies within your county and region, particularly in the manufacturing sector, and also with attention to the effects of COVID-19.

BERC assures you that:

- survey responses remain confidential and individual company responses will be released only to the company survey respondent.
- in our reporting, responses are combined such that no data is included that can be associated with an individual company.

Participating companies have been asked to identify a primary survey contact email address to MTIDA. In February, that contact will receive an email from [Murat.Arik@mtsu.edu](mailto:Murat.Arik@mtsu.edu) with a link to the survey and a SurveyID number.

#### **Important Dates:**

- February 1, 2023: Survey link sent via email.
- March 15, 2023: The survey is scheduled to close.
- May-June 2023: BERC will send summary tables and detailed reports.

I hope this guide will be a helpful tool for you to gather the data to be entered in the survey. At any time before or during the survey process, if you have questions please contact **[Murat.Arik@mtsu.edu](mailto:Murat.Arik@mtsu.edu)** or **[BERC@mtsu.edu](mailto:BERC@mtsu.edu)** or call **1-615-898-2610** for assistance.

Murat Arik, Ph.D., PDBP  
Director, Business and Economic Research Center  
Jennings A. Jones College of Business  
Middle Tennessee State University



The following is an overview of the information you will need to complete the survey. Please note: at the beginning of the survey you'll be asked to identify the Tennessee county in which your company is located. Respond to all questions about company operations at that specific location only.

**SURVEY USER INFORMATION**

- Company's five-digit Survey ID. You will receive this SurveyID in an email from BERC along with the survey link. Contact BERC@mtsu.edu or Murat.Arik@mtsu.edu if you do not receive the link by February 1, 2023.

**COMPANY PROFILE & PAY PRACTICES**

- Annual revenue
- Annual cost of benefits (expressed as % of wages)
- Employee demographics (including total number of employees, % of employees working in same county as company operation, part-time %, unionized %, and % remote/hybrid workers)
- Company pay practices including shift premiums, general increases, overtime, and others
- COVID-related pay adjustments
- Absenteeism and turnover data and practices

**HOLIDAYS & LEAVE TIME**

- PTO, Annual Leave, Sick Leave
- Paid holidays
- COVID-related leave adjustments

**INSURANCE BENEFITS**

- Medical, Dental, and Vision insurance benefits: monthly costs to employee and employer for individual and family plans chosen by greatest number of employees
- Group life insurance costs (monthly) to employee and employer
- Disability insurance costs (monthly) to employer and employee for long- and short-term plans
- List of additional benefits offered to employees
- COVID-related benefits adjustments

**RETIREMENT & PROFIT SHARING**

- List of retirement and profit-sharing plans, employer match %, vest-in requirements

**TRAINING & PROFESSIONAL DEVELOPMENT**

- Top 4 training needs; onsite and offsite training programs; participation rates
- Tuition reimbursement policies

**CHILDCARE ASSISTANCE**

- List of childcare assistance programs or benefits including changes in childcare assistance due to COVID-19 adjustments

**COVID-19**

- The survey provides space for you to describe additional impacts on HR or company practices.

**OCCUPATION SPECIFIC**

- Occupations are identified by Standard Occupational Classification (SOC) code with descriptions included (see Appendix at end of this Survey Guide or visit [www.bls.gov/soc](http://www.bls.gov/soc)).
- Survey users will select applicable occupations from the following groups:  
 11-0000 Management; 13-0000 Business and Financial  
 15-0000 Computer; 17-0000 Engineering  
 19-0000 Life, Physical, and Social Science  
 27-0000 Arts, Design, and Media  
 37-0000 Building, Grounds, Maintenance  
 41-0000 Sales; 43-0000 Office and Administrative Support  
 47-0000 Construction; 49-0000 Installation  
 51-0000 Production; 53-0000 Transportation
- For each selected occupation, user will provide:  
 Current average hourly wage or annual salary  
 Minimum of salary range  
 Maximum of salary range  
 Number of employees in this occupation  
 Number of openings  
 Minimum education requirement  
 License requirement (Yes/No)

At the beginning of the survey

- FIRST, read the terms of participation, approved by the MTSU Institutional Review Board.
- THEN, you will be asked to indicate your understanding and consent to participate.
- NEXT, you will enter your SurveyID and indicate the Tennessee county in which your company operation is located.

To participate in the survey, you MUST answer these initial questions (Consent, SurveyID, County). After this initial section, the survey DOES NOT REQUIRE you to answer every question.

To navigate screen by screen, use the forward and back arrows at the bottom right and left of each screen.



To navigate between sections or blocks, use the Table of Contents. When the Table of Contents is hidden, click the three stacked horizontal lines at the top left of the screen. There is also a Return to Table of Contents button at the bottom of each screen.



The survey will allow you to skip responses. Remember, however, the more complete your survey responses the greater will be the value of the final survey analysis and reports.

To leave the survey without submitting your final responses, close your browser window. You can return to the survey using your link and SurveyID.

**NEXT: If you have completed the survey and want to submit your responses now.**

- Indicate below whether you would like to receive a summary of your responses via email.
  - If yes, you'll be taken to an email screen. Enter your email, then click on the submit button at the bottom of the page. You'll be then asked once more to confirm your submission. Click the forward button at the bottom right of the page.
  - If no, click on the submit button at the bottom right of this page. You'll be then asked once more to confirm your submission. Click the forward button at the bottom right of the page.

If you have any questions about the survey process, contact MTSU's BERC Director Murat Arik at Murat.Arik@mtsu.edu or call 1-615-898-5424.

Thank you!

Yes, I would like to receive a summary of my responses via email.

No, I do not want to receive an email summary of my responses.

[Return to Table of Contents](#)



**SUBMIT SURVEY**

**To Submit** At the end of the survey you will be given instructions for how to submit your responses. If you would like to receive a PDF with your survey responses, you can enter your email address. You are not required to do this.

The survey includes three data collection sections and a final prompt to submit.

**Secton I. Required Responses**

In the first part of the survey you will be asked to

- Give your informed consent to participate. The first page of the survey contains legal text and an explanation of informed consent for the MTSU Institutional Review Board (IRB).
- Provide your SurveyID. You'll receive this SurveyID number in the email invitation on February 1 (or contact [BERC@mtsu.edu](mailto:BERC@mtsu.edu)).
- Select the County in which your company is located.

**Section II. Company Profile, Workforce Profile, Benefits.**

This section of the survey includes several blocks of questions about your company, your employees, and your benefit packages. All questions relate only to company operations in the Tennessee county location you indicated at the beginning of the survey.

(Use the Checklist page in this Survey Guide for an overview of the detailed data you will need to complete this section OR contact [BERC@mtsu.edu](mailto:BERC@mtsu.edu).)

**Company Employees at this County Location**  
 The following questions and the questions throughout the survey apply to the company operations in the COUNTY you identified at the beginning of the survey.

What is the total number of employees?

What percentage of your employee are part-time?

What percentage of your employees are unionized?

Approximately what percentage of your employees live in the county where the company is located?

How many hours are in the regular workweek for a full-time employee?

What adjustments to leave or paid time off did your company make from January 2020 to present due to COVID-19? Check all that apply.

	Temporary Adjustment	Permanent Adjustment (still in effect)	N/A
Supplemental or additional Sick Leave offered	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
More flexible PTO or Family Leave	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Eligibility for Sick Leave, Family Leave or PTO adjusted	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Mental Health days	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Other <input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Section III. Occupation-Specific Data.**

- Each question block corresponds to a group by SOC code.
- Within each group, select the occupations of employees in your company.
- If you hover over the occupation title within the survey, you will see a description of the occupation. You can also check the list of occupations and their descriptions in the Appendix of this Survey Guide.
- If there is an occupation title at your company for which you cannot find an exact match in the survey list you may either 1) choose the title that most closely matches your company's job or 2) add that occupation and corresponding data in space provided at the end of the survey or 3) contact [BERC@mtsu.edu](mailto:BERC@mtsu.edu) to have that information added after you have submitted your survey.
- Enter either hourly rate or annual salary, as it applies to the occupation.

**Group 51-0000 Production Occupations (Set 1 of 3)**  
 Hover over occupation title for a short description  
 Choose all occupations that apply

- 51-1011 First-Line Supervisors of Production and Operating Workers
- 51-2028 Electrical, Electronic, and Electromechanical Assemblers
- 51-2031 Engine and Other Machine Assemblers
- 51-2041 Structural Metal Fabricators and Fitters
- 51-2090 Miscellaneous Assemblers and Fabricators
- 51-3099 Food Processing Workers
- 51-4021 Extruding and Drawing Machine Setters, Operators, and Tenders, Metal and Plastic
- 51-4022 Forging Machine Setters, Operators, and Tenders, Metal and Plastic
- 51-4023 Rolling Machine Setters, Operators, and Tenders, Metal and Plastic

First, select all occupations in the group that correspond to occupations in your company.

Next, enter the data for each occupation, as in the example below. If you do not know every data point for a given occupation, fill in as much as possible.

**51-0000 Production Occupations (Set 1 of 3)**  
 Hover over occupation title for a short description  
 Enter all data in numerical form WITHOUT \$ or % symbols  
 Minimum Educational Requirement:  
 0=None; 1=High School; 2=Vocational School or Trade School; 3=Associate's Degree; 4=Bachelor's Degree; 5=Master's Degree; 6=Doctorate or professional degree

	Annual Salary or Hourly Wage			Employment		Requirements	
	Current Average	Minimum of Range	Maximum of Range	Number of Current Employees	Number of Openings	Minimum Education: 0-6	Certification: 0=no; 1=yes
51-1011 First-Line Supervisors of Production and Operating Workers	58,240	49,088	67,204	2	0	3	0
51-2041 Structural Metal Fabricators and Fitters	21.14	18.27	25.10	20	8	1	0
51-2090 Miscellaneous Assemblers and Fabricators	18.50	13.98	19.67	23	10	1	0

SOC Code	Occupation
11-0000	<b>Management Occupations</b>
11-1011	Chief Executive
	Determine and formulate policies and provide overall direction of companies. Plan, direct, or coordinate operational activities at the highest level of management with the help of subordinate executives and staff managers.
11-1021	General and Operations Managers
	Plan, direct, or coordinate operations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources. Usually manage through subordinate supervisors.
11-2021	Marketing Managers
	Plan, direct, or coordinate marketing policies and programs and identify potential customers. Develop pricing strategies with the goal of maximizing profits or share of the market while ensuring customers are satisfied. Oversee product development or monitor trends that indicate the need for new products and services.
11-2022	Sales Managers
	Plan, direct, or coordinate the actual distribution or movement of a product or service to the customer. Coordinate sales distribution by establishing sales territories, quotas, and goals and establish training programs for sales representatives. Analyze sales statistics.
11-3010	Administrative Services and Facilities Managers
	Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, facilities planning and maintenance, custodial operations, and other office support services.
11-3021	Computer and Information Systems Managers
	Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming. Excludes "Computer Occupations" (15-1211 to 15-1299).
11-3031	Financial Managers
	Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.
11-1051	Industrial Production Managers
	Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.
11-3061	Purchasing Managers
	Plan, direct, or coordinate the activities of buyers, purchasing officers, and related workers involved in purchasing materials, products, and services. Includes wholesale or retail trade merchandising managers and procurement managers.
11-3071	Transportation, Storage, and Distribution Managers
	Plan, direct, or coordinate transportation, storage, or distribution activities in accordance with organizational policies and applicable government laws or regulations. Includes logistics managers.
11-3127	Human Resource Managers
	Plan, direct, or coordinate human resources activities and staff of an organization.



SOC Code	Occupation
<b>Group 13-0000</b>	<b>Business and Financial Occupations</b>
13-1020	Buyers and Purchasing Agents
	Purchase goods or services for further processing, resale, or to enable operation of an establishment. May analyze past buying trends, sales records, price, and quality of goods or services. May select, order, and authorize payment according to contractual agreements. May conduct meetings with sales personnel and introduce new products. Includes wholesale and retail buyers and purchasing agents for farm products, equipment, and raw materials.
13-1031	Claims Adjusters, Examiners, and Investigators
	Review settled claims to determine that payments and settlements are made in accordance with company practices and procedures. Confer with legal counsel on claims requiring litigation. May also settle insurance claims.
13-1041	Compliance Officers
	Examine, evaluate, and investigate eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities. EXCLUDES Financial Examiners, Tax Examiners, Occupational Health and Safety Specialists, Construction and Building Inspectors, and Transportation Inspectors. .
13-1051	Cost Estimators
	Prepare cost estimates for product manufacturing, construction projects, or services to aid management in bidding on or determining price of product or service. May specialize according to particular service performed or type of product manufactured.
13-1071	Human Resource Specialists
	Recruit, screen, interview, or place individuals within an organization. May perform other activities in multiple human resources areas. Excludes "Compensation, Benefits, and Job Analysis Specialists" and "Training and Development Specialists."
13-1081	Logisticians
	Analyze and coordinate the ongoing logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources. Excludes "Transportation, Storage, and Distribution Managers" and "Project Management Specialists."
13-1111	Management Analysts
	Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Excludes "Computer Systems Analysts" and "Operations Research Analysts."
13-1141	Compensation, Benefits, and Job Analysis Specialists
	Conduct programs of compensation and benefits and job analysis for employer. May specialize in specific areas, such as position classification and pension programs.
13-1151	Training and Development Specialists
	Design or conduct work-related training and development programs to improve individual skills or organizational performance. May analyze organizational training needs or evaluate training effectiveness.
13-1161	Market Research Analysts and Marketing Specialists
	Research conditions in local, regional, national, or online markets. Gather information to determine potential sales of a product or service, or plan a marketing or advertising campaign. May gather information on competitors, prices, sales, and methods of marketing and distribution. May employ search marketing tactics, analyze web metrics, and develop recommendations to increase search engine ranking and visibility to target markets.
13-1198	Project Management Specialists and Business Operations Specialists, All Other
	Analyze and coordinate the schedule, timeline, procurement, staffing, and budget of a product or service on a per project basis. Lead and guide the work of technical staff. All Other Business Operations Specialists.

SOC Code	Occupation
13-2011	Accountants and Auditors
	Examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data.
13-2031	Budget Analysts
	Examine budget estimates for completeness, accuracy, and conformance with procedures and regulations. Analyze budgeting and accounting reports.
13-2072	Loan Officers
	Evaluate, authorize, or recommend approval of commercial, real estate, or credit loans. Advise borrowers on financial status and payment methods. Includes mortgage loan officers and agents, collection analysts, loan servicing officers, loan underwriters, and payday loan officers.
13-2098	Financial and Investment Analysts, Financial Risk Specialists, and Financial Specialists, All Other
	All other Financial and Investment Analysts, Financial Risk Specialists, and Financial Specialists.
<b>Group 15-0000</b>	<b>Computer Occupations</b>
15-1211	Computer Systems Analysts
	Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.
15-1231	Computer Network Support Specialists
	Analyze, test, troubleshoot, and evaluate existing network systems, such as local area networks (LAN), wide area networks (WAN), cloud networks, servers, and other data communications networks. Perform network maintenance to ensure networks operate correctly with minimal interruption. Excludes "Network and Computer Systems Administrators".
15-1232	Computer User Support Specialists
	Provide technical assistance to computer users. Answer questions or resolve computer problems for clients in person, via telephone, or electronically. May provide assistance concerning the use of computer hardware and software, including printing, installation, word processing, electronic mail, and operating systems. Excludes "Network and Computer Systems Administrators"
15-1244	Network and Computer Systems Administrators
	Install, configure, and maintain an organization's local area network (LAN), wide area network (WAN), data communications network, operating systems, and physical and virtual servers. Perform system monitoring and verify the integrity and availability of hardware, network, and server resources and systems. Review system and application logs and verify completion of scheduled jobs, including system backups. Analyze network and server resource consumption and control user access. Install and upgrade software and maintain software licenses.
15-1251	Computer Programmers
	Create, modify, and test the code and scripts that allow computer applications to run. Work from specifications drawn up by software and web developers or other individuals. May develop and write computer programs to store, locate, and retrieve specific documents, data, and information.
15-1256	Software Developers and Software Quality Assurance Analysts and Testers
	Research, design, develop and test operating systems-level software. Set operational specifications and formulate and analyze software requirements. May design embedded systems software. May develop and execute software test plans in order to identify software problems and their causes.
15-1299	Computer Occupations, All Others
	All Computer Occupations not listed separately.

SOC Code	Occupation
<b>Group 17-0000</b>	<b>Engineering Occupations</b>
17-2011	Aerospace Engineers
	Perform engineering duties in designing, constructing, and testing aircraft, missiles, and spacecraft. May conduct basic and applied research to evaluate adaptability of materials and equipment to aircraft design and manufacture. May recommend improvements in testing equipment and techniques.
17-2041	Chemical Engineers
	Design chemical plant equipment and devise processes for manufacturing chemicals and products, such as gasoline, synthetic rubber, plastics, detergents, cement, paper, and pulp, by applying principles and technology of chemistry, physics, and engineering.
17-2051	Civil Engineers
	Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, and water and sewage systems. Includes architectural, structural, traffic, and geotechnical engineers.
17-2061	Computer Hardware Engineers
	Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.
17-2071	Electrical Engineers
	Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.
17-2111	Health and Safety Engineers, Except Mining Safety
	Promote worksite or product safety by applying knowledge of industrial processes, mechanics, chemistry, psychology, and industrial health and safety laws. Includes industrial product safety engineers.
17-2112	Industrial Engineers
	Design, develop, test, and evaluate integrated systems for managing industrial production processes, including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.
17-2131	Materials Engineers
	Evaluate materials and develop machinery and processes to manufacture materials for use in products that must meet specialized design and performance specifications. Develop new uses for known materials. Includes those engineers working with composite materials or specializing in one type of material, such as graphite, metal and metal alloys, ceramics and glass, plastics and polymers, and naturally occurring materials. Includes metallurgists and metallurgical engineers, ceramic engineers, and welding engineers.
17-2141	Mechanical Engineers
	Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.
17-2199	Engineers, All Other
	All Engineers not listed separately.
17-3013	Mechanical Drafters
	Prepare detailed working diagrams of machinery and mechanical devices, including dimensions, fastening methods, and other engineering information.

SOC Code	Occupation
17-3023	Electrical and Electronic Engineering Technologists and Technicians
	Apply electrical and electronic theory and related knowledge, usually under the direction of engineering staff, to design, build, repair, adjust, and modify electrical components, circuitry, controls, and machinery for subsequent evaluation and use by engineering staff in making engineering design decisions.
17-3024	Electro-Mechanical and Mechatronics Technologists and Technicians
	Operate, test, maintain, or adjust unmanned, automated, servomechanical, or electromechanical equipment. May operate unmanned submarines, aircraft, or other equipment to observe or record visual information at sites such as oil rigs, crop fields, buildings, or for similar infrastructure, deep ocean exploration, or hazardous waste removal. May assist engineers in testing and designing robotics equipment.
17-3026	Industrial Engineering Technologists and Technicians
	Apply engineering theory and principles to problems of industrial layout or manufacturing production, usually under the direction of engineering staff. May perform time and motion studies on worker operations in a variety of industries for purposes such as establishing standard production rates or improving efficiency.
17-3027	Mechanical Engineering Technologists and Technicians
	Apply theory and principles of mechanical engineering to modify, develop, test, or adjust machinery and equipment under direction of engineering staff or physical scientists.
17-3098	Calibration Technologists and Technicians and Engineering Technologists and Technicians Except Drafters, All Other
	Execute or adapt procedures and techniques for calibrating measurement devices, by applying knowledge of measurement science, mathematics, physics, chemistry, and electronics, sometimes under the direction of engineering staff. Determine measurement standard suitability for calibrating measurement devices. May perform preventive maintenance on equipment. All engineering technologists and technicians, except drafters, not listed separately.
<b>Group 19-0000</b>	<b>Life, Physical, and Social Science Occupations</b>
19-2030	Chemists and Materials Scientists
	Conduct qualitative and quantitative chemical analyses or experiments in laboratories for quality or process control or to develop new products or knowledge. OR Research and study the structures and chemical properties of various natural and synthetic or composite materials, including metals, alloys, rubber, ceramics, semiconductors, polymers, and glass. Determine ways to strengthen or combine materials or develop new materials with new or specific properties for use in a variety of products and applications. Includes glass scientists, ceramic scientists, metallurgical scientists, and polymer scientists.
19-4010	Agricultural and Food Science Technicians
	Work with agricultural scientists in plant, fiber, and animal research, or assist with animal breeding and nutrition. Set up or maintain laboratory equipment and collect samples from crops or animals. Prepare specimens or record data to assist scientists in biology or related life science experiments. OR Work with food scientists or technologists to perform standardized qualitative and quantitative tests to determine physical or chemical properties of food or beverage products. Includes technicians who assist in research and development of production technology, quality control, packaging, processing, and use of foods.
19-5011	Occupational Health and Safety Specialists
	Review, evaluate, and analyze work environments and design programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors. May conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals. May be employed in the public or private sector.
<b>Group 27-0000</b>	<b>Arts, Design, and Media Occupations</b>
27-1024	Graphic Designers
	Design or create graphics to meet specific commercial or promotional needs, such as packaging, displays, or logos. May use a variety of mediums to achieve artistic or decorative effects.

SOC Code	Occupation
<b>Group 37-0000</b>	<b>Building, Grounds, Cleaning, and Maintenance Occupations</b>
37-1010	First-Line Supervisors of Building and Groundskeeping and Maintenance Workers
	Directly supervise and coordinate work activities of cleaning personnel in hotels, hospitals, offices, and other establishments. OR Directly supervise and coordinate activities of workers engaged in landscaping or groundskeeping activities. Work may involve reviewing contracts to ascertain service, machine, and workforce requirements; answering inquiries from potential customers regarding methods, material, and price ranges; and preparing estimates according to labor, material, and machine costs.
37-2010	Janitors and Cleaners, Maids and Housekeeping, Building Cleaning Workers
	Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, shampooing rugs, washing walls and glass, and removing rubbish. OR Perform any combination of light cleaning duties to maintain private households or commercial establishments, such as hotels and hospitals, in a clean and orderly manner. Duties may include making beds, replenishing linens, cleaning rooms and halls, and vacuuming. OR All building cleaning workers.
37-3010	Grounds Maintenance Workers
	All grounds maintenance workers.
<b>Group 41-0000</b>	<b>Sales and Related Occupations</b>
41-4011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products
	Sell goods for wholesalers or manufacturers where technical or scientific knowledge is required in such areas as biology, engineering, chemistry, and electronics, normally obtained from at least 2 years of postsecondary education. Excludes "Sales Engineers."
41-4012	Sales Representatives, Wholesale and Manufacturing, EXCEPT Technical and Scientific Products
	Sell goods for wholesalers or manufacturers to businesses or groups of individuals. Work requires substantial knowledge of items sold.
41-9031	Sales Engineers
	Sell business goods or services, the selling of which requires a technical background equivalent to a baccalaureate degree in engineering.
<b>Group 43-0000</b>	<b>Office and Administrative Support Occupations</b>
43-1011	First-Line Supervisors of Office and Administrative Support Workers
	Directly supervise and coordinate the activities of clerical and administrative support workers.
43-3011	Bill and Account Collectors
	Locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment. Duties include receiving payment and posting amount to customer's account, preparing statements to credit department if customer fails to respond, initiating repossession proceedings or service disconnection, and keeping records of collection and status of accounts.
43-3021	Billing and Posting Clerks
	Compile, compute, and record billing, accounting, statistical, and other numerical data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods.
43-3031	Bookkeeping, Accounting, and Auditing Clerks
	Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers.
43-3051	Payroll and Timekeeping Clerks
	Compile and record employee time and payroll data. May compute employees' time worked, production and commission. May compute and post wages and deductions, or prepare paychecks. Excludes Bookkeeping, Accounting, and Auditing Clerks (43-3031).

SOC Code	Occupation
43-3061	Procurement Clerks
	Compile information and records to draw up purchase orders for procurement of materials and services.
43-4051	Customer Service Representatives
	Interact with customers to provide basic or scripted information in response to routine inquiries about products and services. May handle and resolve general complaints. Excludes individuals whose duties are primarily installation, sales, repair, and technical support.
43-4151	Order Clerks
	Receive and process incoming orders for materials, merchandise, classified ads, or services such as repairs, installations, or rental of facilities. Generally receives orders via mail, phone, fax, or other electronic means. Duties include informing customers of receipt, prices, shipping dates, and delays; preparing contracts; and handling complaints.
43-4161	Human Resources Assistants, Except Payroll and Timekeeping
	Compile and keep personnel records. Record data for each employee, such as address, weekly earnings, absences, amount of sales or production, supervisory reports, and date of and reason for termination. May prepare reports for employment records, file employment records, or search employee files and furnish information to authorized persons.
43-4171	Receptionists and Information Clerks
	Answer inquiries and provide information to the general public, customers, visitors, and other interested parties regarding activities conducted at establishment and location of departments, offices, and employees within the organization.
43-4199	Information and Records Clerks, All Other
	All information and record clerks not listed separately.
43-5061	Production, Planning and Expediting Clerks
	Coordinate and expedite the flow of work and materials within or between departments of an establishment according to production schedule. Duties include reviewing and distributing production, work, and shipment schedules; conferring with department supervisors to determine progress of work and completion dates; and compiling reports on progress of work, inventory levels, costs, and production problems.
43-5071	Shipping, Receiving, and Inventory Clerks
	Verify and maintain records on incoming and outgoing shipments involving inventory. Duties include verifying and recording incoming merchandise or material and arranging for the transportation of products. May prepare items for shipment.
43-6011	Executive Secretaries and Executive Administrative Assistants
	Provide high-level administrative support by conducting research, preparing statistical reports, and handling information requests, as well as performing routine administrative functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May also train and supervise lower-level clerical staff.
43-6014	Secretaries and Administrative Assistants Except Executive
	Perform routine administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files, or providing information to callers. Excludes legal, medical, and executive secretaries.
43-9061	Office Clerks, General
	Perform duties too varied and diverse to be classified in any specific office clerical occupation, requiring knowledge of office systems and procedures. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of answering telephones, bookkeeping, typing or word processing, office machine operation, and filing.
43-9199	Office and Administrative Support Workers, All Other
	All office and administrative support workers not listed separately.

SOC Code	Occupation
<b>Group 47-0000</b>	<b>Construction and Extraction Occupations</b>
47-2111	Electricians
	Install, maintain, and repair electrical wiring, equipment, and fixtures. Ensure that work is in accordance with relevant codes. May install or service street lights, intercom systems, or electrical control systems.
<b>Group 49-0000</b>	<b>Installation, Maintenance, and Repair Occupations</b>
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers
	Directly supervise and coordinate the activities of mechanics, installers, and repairers. May also advise customers on recommended services. Excludes team or work leaders.
49-2094	Electrical and Electronics Repairers, Commercial and Industrial Equipment
	Repair, test, adjust, or install electronic equipment, such as industrial controls, transmitters, and antennas.
49-9041	Industrial Machinery Mechanics
	Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems. May also install, dismantle, or move machinery and heavy equipment according to plans.
49-9043	Maintenance Workers, Machinery
	Lubricate machinery, change parts, or perform other routine machinery maintenance.
49-9044	Millwrights
	Install, dismantle, or move machinery and heavy equipment according to layout plans, blueprints, or other drawings.
49-9071	Maintenance and Repair Workers, General
	Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of a building in repair. Duties may involve pipe fitting; HVAC maintenance; insulating; welding; machining; carpentry; repairing electrical or mechanical equipment; installing, aligning, and balancing new equipment; and repairing buildings, floors, or stairs.
49-9099	Installation, Maintenance, and Repair Workers, All Other
	All installation, maintenance, and repair workers not listed separately.
<b>Group 51-0000</b>	<b>Production Occupations (Set 1 of 3)</b>
51-1011	First-Line Supervisors of Production and Operating Workers
	Directly supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators. Excludes team or work leaders. Illustrative examples: Assembly Line Supervisor, Machinist Supervisor, Printing Worker Supervisor.
51-2028	Electrical, Electronic, and Electromechanical Assemblers
	Assemble or modify electrical or electronic equipment, such as computers, test equipment telemetering systems, electric motors, and batteries. Illustrative examples: Anode Builder, Battery Builder, Circuit Board Assembler, Electric Motor Controls Assembler.
51-2031	Engine and Other Machine Assemblers
	Construct, assemble, or rebuild machines, such as engines, turbines, and similar equipment used in such industries as construction, extraction, textiles, and paper manufacturing. Illustrative examples: Gas Turbine Assembler, Machine Builder, Steam Turbine Assembler.
51-2041	Structural Metal Fabricators and Fitters
	Fabricate, position, align, and fit parts of structural metal products. Illustrative examples: Mill Beam Fitter, Protector Plate Attacher.

SOC Code	Occupation
51-2090	Miscellaneous Assemblers and Fabricators
	Work as part of a team having responsibility for assembling an entire product or component of a product. Team assemblers can perform all tasks conducted by the team in the assembly process and rotate through all or most of them, rather than being assigned to a specific task on a permanent basis. May participate in making management decisions affecting the work. Includes team leaders who work as part of the team. OR All assemblers and fabricators not listed separately.
51-3099	Food Processing Workers
	All food processing workers not listed separately.
51-4021	Extruding and Drawing Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend machines to extrude or draw thermoplastic or metal materials into tubes, rods, hoses, wire, bars, or structural shapes.
51-4022	Forging Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend forging machines to taper, shape, or form metal or plastic parts. Illustrative examples: Cold Header Operator, Forging Roll Operator, Spike Machine Operator, Swager Operator.
51-4023	Rolling Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend machines to roll steel or plastic forming bends, beads, knurls, rolls, or plate, or to flatten, temper, or reduce gauge of material. Illustrative examples: Brass Roller, Forming Roll Operator, Plastic Straightening Roll Operator, Steel Roller.
51-4031	Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend machines to saw, cut, shear, slit, punch, crimp, notch, bend, or straighten metal or plastic material. Illustrative examples: Crimping Machine Operator for Metal, Metal Punch Press Operator, Metal Slitter.
51-4032	Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend drilling machines to drill, bore, ream, mill, or countersink metal or plastic work pieces. Illustrative examples: Boring Mill Operator for Metal, Drill Press Operator for Metal, Radial Drill Press Operator for Plastic.
51-4033	Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend grinding and related tools that remove excess material or burrs from surfaces, sharpen edges or corners, or buff, hone, or polish metal or plastic work pieces.
51-4034	Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend lathe and turning machines to turn, bore, thread, form, or face metal or plastic materials, such as wire, rod, or bar stock.
51-4035	Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend milling or planing machines to mill, plane, shape, groove, or profile metal or plastic work pieces. Illustrative examples: Metal Milling Machine Operator, Plastic Thread Milling Machine Setup Operator.
51-4041	Machinists
	Set up and operate a variety of machine tools to produce precision parts and instruments out of metal. Includes precision instrument makers who fabricate, modify, or repair mechanical instruments. May also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, mathematics, metal properties, layout, and machining procedures. Illustrative examples: Automotive Machinist, Gear Machinist, Production Machinist.
51-4051	Metal-Refining Furnace Operators and Tenders
	Operate or tend furnaces, such as gas, oil, coal, electric-arc or electric induction, open-hearth, or oxygen furnaces, to melt and refine metal before casting or to produce specified types of steel. Illustrative examples: Electric Arc Furnace Operator, Smelter Operator.



SOC Code	Occupation
51-4052	Pourers and Casters, Metal
	Operate hand-controlled mechanisms to pour and regulate the flow of molten metal into molds to produce castings or ingots. Illustrative examples: Ingot Caster, Molten Iron Pourer, Steel Pourer.
<b>Group 51-0000</b>	<b>Production Occupations (Set 2 of 3)</b>
51-4071	Foundry Mold and Coremakers
	Make or form wax or sand cores or molds used in the production of metal castings in foundries.
51-4072	Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend metal or plastic molding, casting, or coremaking machines to mold or cast metal or thermoplastic parts or products.
51-4081	Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend more than one type of cutting or forming machine tool or robot.
51-4111	Tool and Die Makers
	Analyze specifications, lay out metal stock, set up and operate machine tools, and fit and assemble parts to make and repair dies, cutting tools, jigs, fixtures, gauges, and machinists' hand tools. Illustrative examples: Jig Bore Tool Maker, Metal Die Finisher, Metal Gauge Maker.
51-4121	Welders, Cutters, Solderers, and Brazers
	Use hand-welding, flame-cutting, hand-soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products. Illustrative examples: Arc Welder, Cutting Torch Operator, Pipe Welder, Silver Solderer.
51-4122	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders
	Set up, operate, or tend welding, soldering, or brazing machines or robots that weld, braze, solder, or heat treat metal products, components, or assemblies. Includes workers who operate laser cutters or laser-beam machines.
51-4191	Heat Treating Equipment Setters, Operators, and Tenders, Metal and Plastic
	Set up, operate, or tend heating equipment, such as heat-treating furnaces, flame-hardening machines, induction machines, soaking pits, or vacuum equipment to temper, harden, anneal, or heat treat metal or plastic objects. Illustrative examples: Annealing Furnace Operator, Induction Machine Setter, Wire Temperer.
51-4199	Metal Workers and Plastic Workers, All Other
	All metal workers and plastic workers not listed separately.
51-6031	Sewing Machine Operators
	Operate or tend sewing machines to join, reinforce, decorate, or perform related sewing operations in the manufacture of garment or nongarment products.
51-6099	Textile, Apparel, and Furnishing Workers, All Other
	All textile, apparel, and furnishings workers not listed separately.
51-7041	Sawing Machine Setters, Operators, and Tenders, Wood
	Set up, operate, or tend wood sawing machines. May operate computer numerically controlled (CNC) equipment. Includes lead sawyers.
51-7042	Woodworking Machine Setters, Operators, and Tenders, Wood
	Set up, operate, or tend woodworking machines, such as drill presses, lathes, shapers, routers, sanders, planers, and wood nailing machines. May operate computer numerically controlled (CNC) equipment.
51-8031	Water and Wastewater Treatment Plant and System Operators
	Operate or control an entire process or system of machines, often through the use of control boards, to transfer or treat water or wastewater.

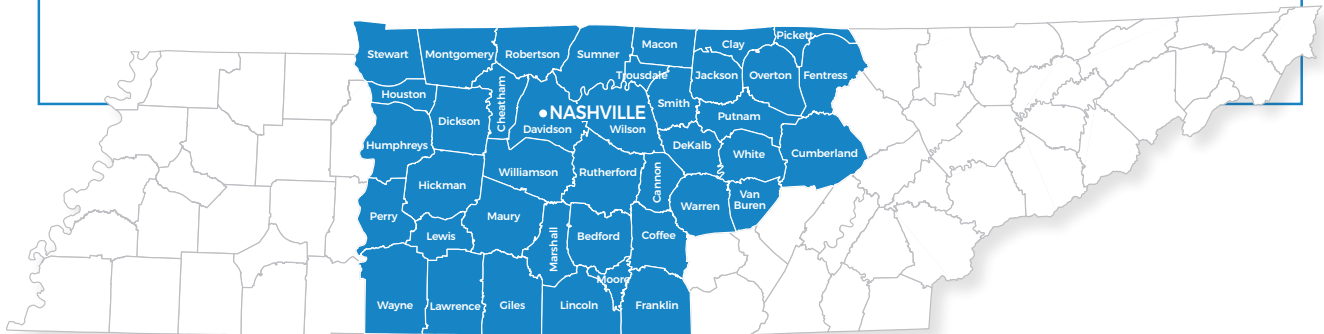
SOC Code	Occupation
51-8091	Chemical Plant and System Operators
	Control or operate entire chemical processes or system of machines.
51-9011	Chemical Equipment Operators and Tenders
	Operate or tend equipment to control chemical changes or reactions in the processing of industrial or consumer products. Equipment used includes devulcanizers, steam-jacketed kettles, and reactor vessels.
<b>Group 51-0000</b>	<b>Production Occupations (Set 3 of 3)</b>
51-9021	Crushing, Grinding, and Polishing Machine Setters, Operators, and Tenders
	Set up, operate, or tend machines to crush, grind, or polish materials, such as coal, glass, grain, stone, food, or rubber.
51-9022	Grinding and Polishing Workers, Hand
	Grind, sand, or polish, using hand tools or hand-held power tools, a variety of metal, wood, stone, clay, plastic, or glass objects. Includes chippers, buffers, and finishers.
51-9023	Mixing and Blending Machine Setters, Operators, and Tenders
	Set up, operate, or tend machines to mix or blend materials, such as chemicals, tobacco, liquids, color pigments, or explosive ingredients.
51-9031	Cutters and Trimmers, Hand
	Use hand tools or hand-held power tools to cut and trim a variety of manufactured items, such as carpet, fabric, stone, glass, or rubber.
51-9032	Cutting and Slicing Machine Setters, Operators, and Tenders
	Set up, operate, or tend machines that cut or slice materials, such as glass, stone, cork, rubber, tobacco, food, paper, or insulating material.
51-9041	Extruding, Forming, Pressing, and Compacting Machine Setters, Operators, and Tenders
	Set up, operate, or tend machines, such as glass-forming machines, plodder machines, and tuber machines, to shape and form products such as glassware, food, rubber, soap, brick, tile, clay, wax, tobacco, or cosmetics.
51-9051	Furnace, Kiln, Oven, Drier, and Kettle Operators and Tenders
	Operate or tend heating equipment other than basic metal, plastic, or food processing equipment. Includes activities such as annealing glass, drying lumber, curing rubber, removing moisture from materials, or boiling soap.
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers
	Inspect, test, sort, sample, or weigh nonagricultural raw materials or processed, machined, fabricated, or assembled parts or products for defects, wear, and deviations from specifications. May use precision measuring instruments and complex test equipment.
51-9111	Packaging and Filling Machine Operators and Tenders
	Operate or tend machines to prepare industrial or consumer products for storage or shipment. Includes cannery workers who pack food products.
51-9123	Painting, Coating and Decorating Worker
	Paint, coat, or decorate articles, such as furniture, glass, plateware, pottery, jewelry, toys, books, or leather.
51-9124	Coating, Painting, and Spraying Machine Setters, Operators, and Tenders
	Set up, operate, or tend spraying or rolling machines to coat or paint any of a wide variety of products, including glassware, cloth, ceramics, metal, plastic, paper, or wood, with lacquer, silver, copper, rubber, varnish, glaze, enamel, oil, or rust-proofing materials. Includes painters of transportation vehicles such as painters in auto body repair facilities.

SOC Code	Occupation
51-9161	Computer Numerically Controlled Tool Operators
	Operate computer-controlled tools, machines, or robots to machine or process parts, tools, or other work pieces made of metal, plastic, wood, stone, or other materials. May also set up and maintain equipment.
51-9162	Computer Numerically Controlled Tool Programmers
	Develop programs to control machining or processing of materials by automatic machine tools, equipment, or systems. May also set up, operate, or maintain equipment.
51-9195	Molders, Shapers, and Casters, Except Metal and Plastics
	Mold, shape, form, cast, or carve products such as food products, figurines, tile, pipes, and candles consisting of clay, glass, plaster, concrete, stone, or combinations of materials.
51-9196	Paper Goods Machine Setters, Operators, and Tenders
	Set up, operate, or tend paper goods machines that perform a variety of functions, such as converting, sawing, corrugating, banding, wrapping, boxing, stitching, forming, or sealing paper or paper-board sheets into products.
51-9198	Helpers--Production Workers
	Help production workers by performing duties requiring less skill. Duties include supplying or holding materials or tools, and cleaning work area and equipment.
51-9199	Production Workers, All Other
	All production workers not listed separately.
<b>Group 53-0000</b>	<b>Transportation and Material Moving Occupations</b>
53-1047	First-Line Supervisors of Transportation and Material Moving Workers
	Directly supervise and coordinate the activities of helpers, laborers, or material movers OR Directly supervise and coordinate activities of material-moving machine and vehicle operators and helpers. OR All first-line supervisors of transportation workers not listed separately.
53-3031	Driver/Sales Workers
	Drive truck or other vehicle over established routes or within an established territory and sell or deliver goods, such as food products, including restaurant take-out items, or pick up or deliver items such as commercial laundry. May also take orders, collect payment, or stock merchandise at point of delivery.
53-3032	Heavy and Tractor-Trailer Truck Drivers
	Drive a tractor-trailer combination or a truck with a capacity of at least 26,001 pounds Gross Vehicle Weight (GVW). May be required to unload truck. Requires commercial driver's license. Includes tow truck drivers.
53-3033	Light Truck Drivers
	Drive a light vehicle, such as a truck or van, with a capacity of less than 26,001 pounds Gross Vehicle Weight (GVW), primarily to pick up merchandise or packages from a distribution center and deliver. May load and unload vehicle.
53-7011	Conveyor Operators and Tenders
	Control or tend conveyors or conveyor systems that move materials or products to and from stockpiles, processing stations, departments, or vehicles. May control speed and routing of materials or products. Illustrative examples: Conveyor Belt Operator, Grain Elevator Operator.
53-7051	Industrial Truck and Tractor Operators
	Operate industrial trucks or tractors equipped to move materials around a warehouse, storage yard, factory, construction site, or similar location. Illustrative examples: Forklift Operator, Stacker Operator.
53-7062	Laborers and Freight, Stock, and Material Movers, Hand
	Manually move freight, stock, luggage, or other materials, or perform other general labor. Includes all manual laborers not elsewhere classified.

SOC Code	Occupation
53-7063	Machine Feeders and Offbearers
	Feed materials into or remove materials from machines or equipment that is automatic or tended by other workers. Illustrative examples: Hopper Filler, Spinning Doffer.
53-7064	Packers and Packagers, Hand
	Pack or package by hand a wide variety of products and materials.
53-7065	Stockers and Order Fillers
	Receive, store, and issue merchandise, materials, equipment, and other items from stockroom, warehouse, or storage yard to fill shelves, racks, tables, or customers' orders. May operate power equipment to fill orders. May mark prices on merchandise and set up sales displays.
53-7190	Material Moving Workers, All Other
	All material moving workers not listed separately.
	<b>Additional Occupations</b>
	This is the section that will allow you to add occupations not listed in the survey. You may also email additional occupations to <a href="mailto:BERC@mtsu.edu">BERC@mtsu.edu</a> .

**2023 UPDATE**  
Available to Participants  
The following pages are a sampling of the 2021 Report

# 2021 MIDDLE TENNESSEE WAGE & BENEFIT SURVEY SUMMARY REPORT



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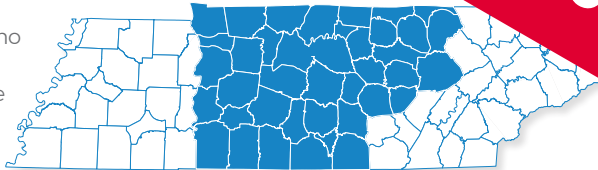


In partnership with:

- Tennessee Department of Labor & Workforce Development
- Middle Tennessee Regional Workforce Boards
- Nashville Area Chamber of Commerce
- Greater Nashville Regional Council
- South Central Tennessee Development District
- Upper Cumberland Development District
- Tennessee Central Economic Authority
- The Highlands Economic Partnership
- Tennessee Chamber of Commerce & Industry

# 2021 MIDDLE TENNESSEE INDUSTRIAL WAGE & BENEFIT SURVEY

Information based on a survey of over **309 industries** who employ **54,000 Tennesseans** in the mid-state. With a **response rate of 24.4%**, the results of this survey provide a picture of the compensation structure in the region in the spring of 2021.\*



## AVERAGE TIME OFF Based on 40 hour work week (typical)



Many companies have graduated vacation days that change with employee's tenure at a given company.

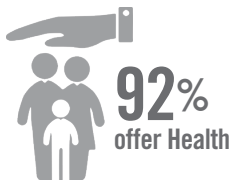


Companies commonly offer 6 to 7 days of sick leave. Many companies do not offer sick leave and instead give employees a set amount of time off for illness, vacation, and so forth.

Offer PTO that combines vacation, sick leave and personal days **32%**

Offer vacation, sick leave, personal day separately **68%**

## INSURANCE



## Who pays?



**EMPLOYEE ONLY** (Cost to insure)

Employees are expected to pay an average of:

**\$1,662**

for annual health insurance

Employer's share for each employee is significantly higher:

**\$4,530**

for annual health insurance

**DEPENDENTS** (Cost to insure)

When dependents become part of the benefit plan, **individual cost for health insurance increases** to \$5,582, dental increases to \$650, and vision increases to \$218. Similarly, the cost to employers of insuring dependents increases significantly for health (\$11,267), dental (\$465), and vision (\$144).

## RETIREMENT & OTHER BENEFITS



**90%**  
offer 401(k) Plans

**80%**  
offer career development

**50%**  
offer tuition payment

Overall, total employee benefits equal **24%** of wages and salaries.

### Did COVID Impact:

- Training Needs? YES, 65%
- Human Resource Practices? YES, 85%
- Overall Business? YES, 90%

### Most Common On-Site Training:

- ✓ Health & Safety
- ✓ Forklift Operations
- ✓ Leadership
- ✓ OJT

**\$ 100% expect to give a pay increase in 2021 or 2022** Average expected increase 3.4% **\$**

## SURVEY RESULTS

This section provides a comprehensive analysis of the wage and benefit survey. First, BERC groups companies by employment size using the following three categories:

- Less Than 100
- 100–350
- More than 350

All major categories of data except wages by occupation are presented using these three categories. Where data is available, BERC presents survey findings using both average (=mean) and median, unweighted (by number of companies) and weighted (by number of jobs). Occupational wages include both hourly and annualized wages; the calculation assumes a 40-hour workweek and 52 workweeks annually.

### A. Establishments by Employment Size and Average Revenue

Of the establishments surveyed, 58.3 percent reported employment size as fewer than 100 employees. An additional 30.1 percent reported between 100 and 350 employees and 11.6 percent over 350. Overall, these 309 companies account for a total of 53,758 employees. Of these employees, 4.27 percent were part-time.

**Table 2. Employment by Establishment Size and Part-time Status**

Employment Size	Number of Companies	Number of Employees			Part-time Workers
		Total	Median	Average	
Less Than 100	180	7,589	40	42	3.7%
100 - 350	93	17,004	172	183	5.7%
Over 350	36	29,165	584	810	3.5%
Regional	309	53,758	78	174	4.3%

*Note: N/A means disclosure standards are not met.*

**Average weekly hours** Table 3 presents average weekly hours in the 40-county study market area. In general, median total weekly work hours are 3,197 in the study market area. Average weekly hours per employee are around 40. The table below shows average total weekly work hours for companies by employment size: total average weekly work hours for companies in the over-350 employment



range are 32,595. At the other end of the spectrum are companies with employees whose average weekly work hours total 1,731

**Table 3. Workweek hours by Employment Size**

Employment Size	Average Weekly Hours	Average Weekly Hours Per Employee	Median Weekly Hours	Median Weekly Hours Per Employee
Less Than 100	1,731	40	1,600	40
100 - 350	7,405	40	6,840	40
Over 350	32,595	40	23,480	40
Regional	7,072	40	3,197	40

*Note: N/A means disclosure standards are not met.*

**Union Membership** Some responding companies indicated members of their workforce were unionized. As these companies represent only 5 percent or less of total responses, BEREC excluded union membership from a detailed analysis.

**Annual Revenue** Overall, the average annual sales/revenue is \$359 million with a median of \$14 million. More details of revenue by company size can be seen in the table below.

**Table 4. Annual Sales/Revenue by Employment Size**

Employment Size	Number of Companies Reporting	Average Revenue	Median Revenue
Less Than 100	134	\$41,094,081	\$8,366,969
100 - 350	54	\$193,530,543	\$52,583,616
Over 350	19	\$3,068,942,588	\$200,000,000
Regional	207	\$358,778,577	\$14,000,000

*Note: N/A means disclosure standards are not met.*

## B. Employee Benefits

BEREC asked four series of questions regarding employee benefits: time off, types of insurance, retirement, and education or professional development. This section first provides a brief overview of employers' responses for each category and then analyzes each specific benefit in further detail.

**Holidays and Leave Time** In this category of benefits, BEREC included holidays, PTO days, vacation days, paid sick leave, paid jury duty, and time off to vote. In this study market area, 31.8 percent of companies offer a PTO package that combines vacation days, sick leave, and personal days. The other 68.2 percent of companies offer vacation days, sick leave, and/or personal days separately.





Companies with PTO packages offer an average of 15 PTO days for 5-year employees, 17.9 PTO days that can be carried over to the next year, and an average of 21 maximum PTO days that can be accumulated by a full-time employee. The following table shows further details of PTO days.

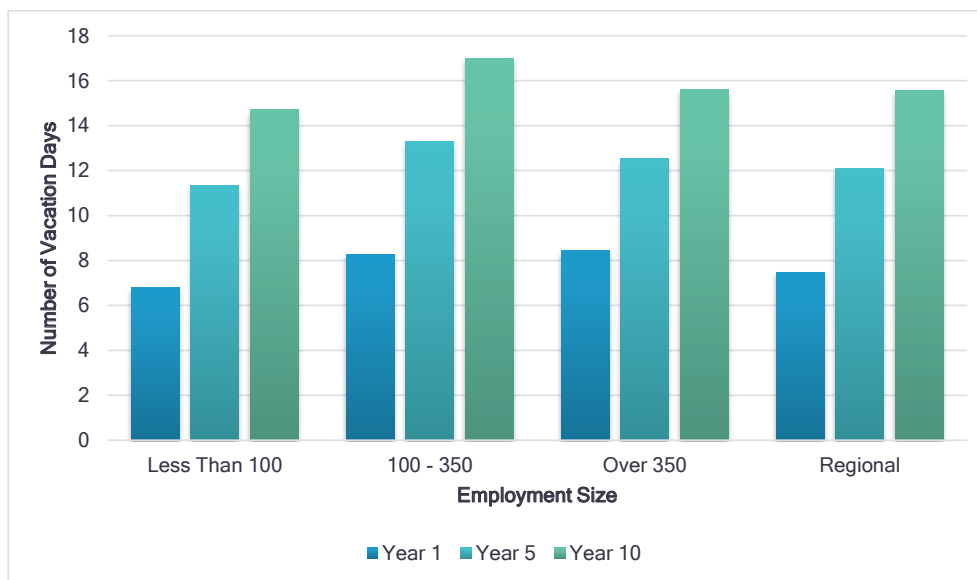
**Table 5. PTO Days by Employment Size**

Employment Size	Average PTO Days			Average Carry-over Days	Average Maximum PTO Days
	1-year Employment	5-year Employment	10-year Employment		
Less Than 100	9.5	14.6	17.9	4.1	20.0
100 - 350	9.1	14.8	17.8	3.7	21.8
Over 350	12.7	17.5	21.5	4.5	22.3
Regional	9.7	15.0	18.3	4.1	20.8

*Note: N/A means disclosure standards are not met.*

Companies offering vacation days, sick leave, and other types of time off separately, offer an average of 12 vacation days and 3 sick days for 5-year employees. Some also provide other types of leave. The following charts and tables provide further detail.

**Chart 1. Vacation Days by Employment Size**



Only about 7 percent of reporting companies offer no insurance benefits. More than 90 percent of reporting companies offer health insurance, as seen in Chart 6. Some companies also offer Wellness programs (40 percent).

What is the average cost of providing medical insurance? Overall, for an individual plan, employees are expected to pay an average of \$1,662 for health insurance, \$224 for dental, and \$84 for vision. The employer's share per employee is significantly higher for health insurance (\$4,530) while relatively lower for dental insurance (\$184) and vision insurance (\$57). When dependents are added to the benefit plan, employee's cost for health insurance increases to \$5,582, and vision to \$218. Similarly, the cost to employers of insuring dependents increases significantly for health (\$11,267) and vision insurance (\$144). Of course, the cost of insurance to both employees and employers varies by establishment size. Table 7 provides detailed cost figures by establishment size.

**Table 7. Insurance Costs by Employment Size-Individual**

Employment Size	Health Insurance		Dental Insurance		Vision Insurance	
	Employee Cost	Employer Cost	Employee Cost	Employer Cost	Employee Cost	Employer Cost
Less Than 100	\$1,710	\$4,617	\$270	\$206	\$92	\$51
100 - 350	\$1,630	\$4,313	\$170	\$134	\$70	\$49
Over 350	\$1,527	\$4,801	\$165	\$228	\$95	\$109
Regional	\$1,662	\$4,530	\$224	\$184	\$84	\$57

Note1: N/A means disclosure standards are not met.

Note2: In some cases Health, Dental, and Vision included in one plan.

**Table 8. Insurance Costs by Employment Size-with Dependents**

Employment Size	Health Insurance		Dental Insurance		Vision Insurance	
	Employee Cost	Employer Cost	Employee Cost	Employer Cost	Employee Cost	Employer Cost
Less Than 100	\$6,209	\$10,217	\$747	\$455	\$194	\$129
100 - 350	\$5,223	\$12,465	\$571	\$394	\$235	\$133
Over 350	\$3,876	\$13,141	\$441	\$760	\$266	\$248
Regional	\$5,582	\$11,267	\$650	\$465	\$218	\$144

Note1: N/A means disclosure standards are not met.

Note2: In some cases Health, Dental, and Vision included in one plan.

**Retirement Plans** The following chart, Chart 7, shows defined contribution plans the companies in the study market area offer to their employees. A Traditional 401 (k) is offered by about 90 percent of the companies. Profit sharing is offered by about 17 percent of the companies.



## E. Wages and Total Compensation

This section provides wage data for companies and selected occupations surveyed in the state market area. The wage data will be presented in two general formats: (1) average wage by establishment size and cumulative wage distribution and (2) average wage by selected occupation. In presenting wage data, BEREC will use both weighted (by number of jobs) and unweighted (by number of establishments) data. However, in the Occupation Profile report, where 208 occupations are profiled individually, BEREC will use establishment-level (unweighted) wage data.

As previously stated, BEREC identified over 250 occupations for inclusion in the wage and benefit survey. The companies responding to the survey in this region provided data for a total of 208 occupations. If fewer than three companies reported on a given occupation, BEREC excluded that occupation from analysis.

**Wages by Establishment Size** Throughout this section, BEREC uses the terms “establishment size” and “company size” interchangeably. How do wages vary by establishment size? Tables 12 and 13 present aggregate wage data by both hourly and annualized wages. Unweighted wage data is the establishment data, whereas weighted wage data is employment-adjusted. Overall, reporting companies pay an average hourly wage of \$30.57. The median establishment wage is \$25.29. Annualized average and median establishment wages are \$63,588 (average) and \$52,593 (median). Tables 12 and 13 illustrate slight variations in wage by employment size.

**Table 12. Hourly Wage by Employment Size**

Employment Size	Unweighted Wages		Weighted Wages		Number of Positions
	Average	Median	Average	Median	
Less Than 100	\$28.61	\$23.91	\$21.14	\$17.85	6,882
100 - 350	\$31.75	\$26.50	\$23.24	\$19.00	11,547
Over 350	\$33.23	\$29.80	\$22.12	\$19.29	16,743
Regional	\$30.57	\$25.29	\$22.30	\$19.00	35,172

**Table 13. Annual Wage by Employment Size**

Employment Size	Unweighted Wages		Weighted Wages		Number of Positions
	Average	Median	Average	Median	
Less Than 100	\$59,505	\$49,733	\$43,980	\$37,135	6,882
100 - 350	\$66,041	\$55,120	\$48,335	\$39,520	11,547
Over 350	\$69,110	\$61,984	\$46,008	\$40,124	16,743
Regional	\$63,588	\$52,593	\$46,375	\$39,520	35,172



**Appendix A Table A: Wage and Benefits Survey 2021:**  
**Average Hourly Wages (Unweighted) for the Covered Occupations**

SOC Code and Title		Minimum Hourly		Maximum Hourly		Current Wages	
		Average	Median	Average	Median	Average	Median
<b>11-0000 Management Occupations</b>							
11-1011	Chief Executive	\$77.11	\$58.35	\$125.00	\$92.54	\$94.00	\$79.53
11-1021	General and Operations Managers	\$50.24	\$43.85	\$66.86	\$60.42	\$54.31	\$50.23
11-2021	Marketing Managers	\$35.20	\$33.91	\$47.71	\$46.13	\$40.13	\$40.00
11-2022	Sales Managers	\$44.06	\$40.00	\$60.50	\$55.00	\$49.61	\$47.24
11-3010	Administrative Services and Facilities Managers	\$29.03	\$28.85	\$36.41	\$34.00	\$36.10	\$36.00
11-3021	Computer and Information Systems Managers	\$40.54	\$37.96	\$54.54	\$48.00	\$44.31	\$40.00
11-3031	Financial Managers	\$47.46	\$44.12	\$58.91	\$52.78	\$51.39	\$49.00
11-3051	Industrial Production Managers	\$31.76	\$30.00	\$42.63	\$40.00	\$38.11	\$35.35
11-3061	Purchasing Managers	\$31.84	\$30.72	\$40.96	\$38.46	\$36.91	\$36.00
11-3071	Transportation, Storage, and Distribution Managers	\$30.35	\$28.85	\$38.30	\$34.50	\$35.56	\$34.50
<b>13-0000 Business and Financial Occupations</b>							
13-1020	Buyers and Purchasing Agents	\$23.27	\$22.06	\$32.20	\$30.00	\$26.96	\$25.67
13-1031	Claims Adjusters, Examiners, and Investigators	\$21.70	\$18.36	\$27.36	\$32.00	\$24.22	\$23.39
13-1041	Compliance Officers	\$38.87	\$41.00	\$55.32	\$43.71	\$45.75	\$40.00
13-1051	Cost Estimators	\$29.49	\$31.00	\$37.93	\$34.36	\$33.56	\$32.35
13-1071	Human Resources Specialists	\$25.08	\$22.38	\$35.00	\$33.27	\$29.21	\$27.35
13-1081	Logisticians	\$20.04	\$19.50	\$30.33	\$26.00	\$25.11	\$24.00
13-1111	Management Analysts	N/A	N/A	\$33.34	\$32.03	\$36.74	\$35.02
13-1141	Compensation, Benefits, and Job Analysis Specialists	\$23.67	\$24.00	\$33.89	\$34.00	\$28.42	\$27.00
13-1151	Training and Development Specialists	\$24.13	\$26.92	\$25.09	\$26.92	\$29.52	\$26.92
13-1161	Market Research Analysts and Marketing Specialists	\$20.13	\$20.00	\$40.21	\$41.68	\$26.55	\$28.23
13-1198	Project Management Specialists and Business Operations Specialists, All Other	\$33.36	\$28.00	\$52.07	\$43.10	\$38.17	\$35.46
13-2011	Accountants and Auditors	\$27.85	\$25.62	\$38.31	\$38.42	\$32.20	\$28.92
13-2031	Budget Analysts	N/A	N/A	N/A	N/A	N/A	N/A
13-2072	Loan Officers	N/A	N/A	N/A	N/A	N/A	N/A
13-2098	Financial and Investment Analysts, Financial Risk Specialists, and Financial Specialists, All Other	\$30.72	\$28.00	\$50.71	\$49.03	\$39.37	\$39.00
<b>15-0000 Computer Occupations</b>							
15-1211	Computer Systems Analysts	\$27.60	\$27.98	\$42.02	\$38.16	\$32.48	\$31.45
15-1231	Computer Network Support Specialists	\$27.05	\$25.00	\$35.22	\$35.23	\$32.00	\$30.68
15-1232	Computer User Support Specialists	\$20.41	\$19.18	\$27.14	\$26.44	\$24.55	\$23.66
15-1244	Network and Computer Systems Administrators	\$29.06	\$31.00	\$40.48	\$36.34	\$32.16	\$31.44
15-1251	Computer Programmers	\$34.17	\$30.00	\$58.77	\$59.80	\$43.99	\$39.00
15-1256	Software Developers and Software Quality Assurance Analysts and Testers	\$28.58	\$27.63	\$51.16	\$50.47	\$24.05	\$23.50
15-1299	Computer Occupations, All Other	\$30.96	\$30.76	\$40.49	\$41.47	\$31.98	\$31.53



**Table B1. The COVID-19 Impact on Training Needs: Cluster Analysis**

Cluster Number	Cluster Name	Percent of Responses	Sample Responses
1	No or very little impact	33.80%	(1) No impact (2) Very little impact
2	Yes	3.24%	(1) Yes, there has been an impact
<i>Qualified responses</i>			
3	Lack of in-person training opportunities	5.56%	(1) In <b>PERSON</b> has had to go to online webinar training. (2) In <b>PERSON</b> training halted. Virtual training when effective (3) It has prompted us to stop all in <b>PERSON</b> training.
4	Virtual training	9.26%	(1) We have had to go <b>VIRTUAL TRAINING</b> (2) <b>TRAINING</b> has moved to basically <b>VIRTUAL</b> sessions (3) All <b>TRAINING</b> moved to <b>VIRTUAL</b> learning which isn't as effective.
5	Training change because of CDC guidelines	2.31%	(1) Company had to pivot to follow <b>CDC GUIDELINES</b> (2) Yes, because of the <b>CDC GUIDELINES</b> we could not conduct <b>TRAINING</b> . (3) We have had to modify our <b>TRAINING</b> practices to the current <b>CDC GUIDELINES</b> .
6	Training challenges because of social distancing	6.48%	(1) Very <b>DIFFICULT</b> to have <b>TRAINING</b> due to limited space and number that can attend at one time. (2) Some classes canceled or <b>POSTPONED</b> due to exposure and the need for more space for social distancing. (3) Trainings that were not necessary were <b>POSTPONED</b> due to COVID-19.
7	Class size and frequency of training	5.09%	(1) <b>FREQUENCY</b> of <b>TRAINING</b> and <b>SIZE</b> of <b>CLASSES</b> . (2) We have had to space out <b>TRAININGS</b> and <b>CLASSES</b> . (3) More virtual <b>CLASSES</b> needed due to limited space and high number of employees needing the <b>TRAINING</b> .
8	Limiting training ability	4.17%	(1) <b>LIMITED</b> our ability to do in person <b>TRAINING</b> ; have moved to more online <b>TRAINING</b> (2) <b>TRAINING</b> has been <b>LIMITED</b> due to social distancing (3) <b>LIMITED</b> our ability to gather employees together in large groups. <b>LIMITED</b> our ability to travel offsite for <b>TRAINING</b> .
9	Use of smaller groups in training	4.17%	(1) <b>SMALLER GROUPS</b> of <b>TRAINING</b> and more need to <b>TRAIN</b> due to absences caused by COVID-19 (2) We do <b>SMALLER GROUPS</b> and do not do any outside <b>TRAINING</b> (3) Takes a long time for <b>TRAINING</b> in <b>SMALL GROUPS</b>
10	Eliminating group training sessions	2.78%	(1) We have not had <b>TRAINING SESSIONS</b> since COVID (2) Reduced <b>GROUP TRAINING SESSIONS</b> . (3) Yes, not <b>ABLE</b> to <b>GATHER</b> in large <b>GROUP</b> meetings.
11	Unable to meet, travel, and train	3.70%	(1) Unable to <b>PARTICIPATE</b> in <b>TRAINING</b> (2) We are <b>UNABLE</b> to provide classroom <b>TRAINING</b> . (3) We are not really able to travel much for training and our company does not allow any <b>VISITORS</b>

Source: BERC 2021 Wage and Benefit Survey



## Profile 15 13-1071 Human Resources Specialists

### Characteristics of this Occupation

Minimum education level: No  
 Licensing requirement: 16  
 Number of vacancies: 185  
 Current occupational employment reported: 5  
 Difficulty of filling position (1 easy-10 difficult): \$25.1  
 Average minimum wage (hourly): \$35.0  
 Average maximum wage (hourly): \$29.2  
 Average current wage (hourly): \$60,758  
 Average annual wage: \$56,888  
 Median annual wage: \$17,186  
 Average benefits value: \$77,944  
 Total compensation average:

### Benefits in Companies Reporting this Occupation

Value of benefits as a percent of wages: 28%

#### Time Off

Paid holidays: 9.4  
 PTO days or annual leave + sick leave (5 yrs): 17.2  
 Sick leave days (5 yrs): 2.7  
 Paid jury duty: Yes  
 Time off to vote: Yes

#### Insurance

Health insurance: Yes  
 Average employee share: \$1,685  
 Dependent employee share: \$4,741  
 Dependent employer share: \$5,064  
 Dental insurance: \$11,651  
 Vision insurance: Yes  
 Life insurance: Yes  
 Disability insurance: Yes

#### Retirement and Other

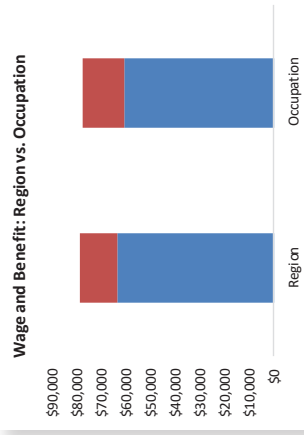
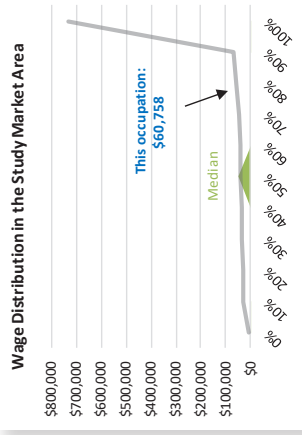
401(k): Yes  
 IRA: No  
 Profit sharing: No  
 Career development: Yes  
 Tuition reimbursement: Yes  
 Childcare assistance: No

### Characteristics of Companies Reporting this Occupation

Number of companies reporting: 131  
 Current employment of reporting companies: 35,612  
 Part-time workers: 5%  
 Average sales: \$553,049,358  
 Annual employee turnover rate: 68%  
 Employee absentee rate: 11%

### Second and Third Shifts in Companies Reporting this Occupation

Second shift pay differential (\$): More than \$0.5 per hour  
 Second shift pay differential (%): 10% or less  
 Third shift pay differential (\$): More than \$0.75 per hour  
 Third shift pay differential (%): 10% or less



	Wage	Benefit
Region	\$63,588	\$15,030
Occupation	\$60,758	\$17,186

2021 Report Sample

## Profile 98 51-1011 First-Line Supervisors of Production and Operating Workers

### Characteristics of this Occupation

Minimum education level: No  
 Licensing requirement: 38  
 Number of vacancies: 940  
 Current occupational employment reported: 6  
 Difficulty of filling position (1 easy-10 difficult): \$23.6  
 Average minimum wage (hourly): \$32.3  
 Average maximum wage (hourly): \$27.5  
 Average current wage (hourly): \$57,297  
 Average annual wage: \$58,240  
 Median annual wage: \$15,201  
 Average benefits value: \$72,498  
 Total compensation average:

### Benefits in Companies Reporting this Occupation

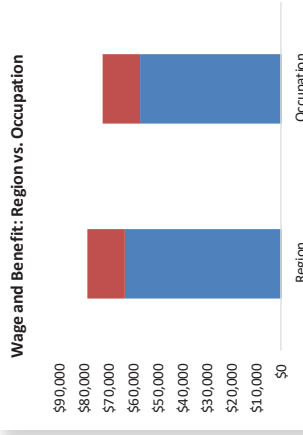
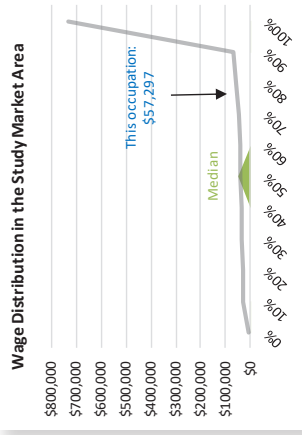
Value of benefits as a percent of wages: 27%  
**Time Off**  
 Paid holidays: 9.4  
 PTO days or annual leave + sick leave (5 yrs): 17.7  
 Sick leave days (5 yrs): 2.6  
 Paid jury duty: Yes  
 Time off to vote: No  
**Insurance**  
 Health insurance: Yes  
 Average employer share: \$1,570  
 Dependent employee share: \$4,671  
 Dependent employer share: \$5,424  
 Dental insurance: \$12,067  
 Vision insurance: Yes  
 Life insurance: Yes  
 Disability insurance: Yes  
**Retirement and Other**  
 401(k): Yes  
 IRA: No  
 Profit sharing: No  
 Career development: Yes  
 Tuition reimbursement: Yes  
 Childcare assistance: No

### Characteristics of Companies Reporting this Occupation

73% High School or Less  
 Number of companies reporting: 141  
 Current employment of reporting companies: 27,463  
 Part-time workers: 4%  
 Average sales: \$468,065,934  
 Annual employee turnover rate: 117%  
 Employee absentee rate: 13%

### Second and Third Shifts in Companies Reporting this Occupation

Second shift pay differential (\$): More than \$0.5 per hour  
 Second shift pay differential (%): 7% or less  
 Third shift pay differential (\$): More than \$0.75 per hour  
 Third shift pay differential (%): N/A



Category	Wage	Benefit
Region	\$63,588	\$15,030
Occupation	\$57,297	\$15,700

2021 Report Sample

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**Coming Spring 2023**

Reports prepared by MTSU will be sent to participating industries beginning May 2023

# 2023 MIDDLE TENNESSEE WAGE & BENEFIT SURVEY SUMMARY REPORTS