R1 – A -- SAMPLE

 **Reassignment**

**From: Dallas, TX To: Houston, TX**

Non-Special Rate to Non-Special Rate (**change** in geographic location)

**Employee Name:** Greg Jones

**Current Position Title:** Staff Assistant

**Current Official Worksite:** Dallas, TX

**Current Pay Plan, Series, Grade and Step**: GS-301-11/3

**Current Rate of Basic Pay (includes locality supplement):** $55,527

# Step A

Apply geographic conversion rule by converting the employee’s position to the pay scale of the new official worksite prior to reassignment.

Current Pay Plan/Series/Grade/Step: GS-301-11/3Rate: $55,527

Employee’s Current Pay Scale

## 2005 DFW (Dallas, TX Locality Pay Scale):

|  |  |
| --- | --- |
| Grade | 11 |
| Step 1  | 52,057 |
| Step 2 | 53,792 |
| Step 3 | 55,527 |
| Step 4 | 57,262 |
| Step 5 | 58,998 |
| Step 6 | 60,733 |
| Step 7 | 62,468 |
| Step 8 | 64,203 |
| Step 9 | 65,939 |
| Step 10 | 67,674 |

# Step B

Convert employee’s position to Pay Scale applicable to the new position located in Houston, TX.

## 2005 HOU (Houston, TX Pay Scale):

|  |  |
| --- | --- |
| Grade | 11 |
| Step 1  | 56,445 |
| Step 2 | 58,326 |
| Step 3 | 60,208 |
| Step 4 | 62,089 |
| Step 5 | 63,971 |
| Step 6 | 65,852 |
| Step 7 | 67,734 |
| Step 8 | 69,615 |
| Step 9 | 71,497 |
| Step 10 | 73,378 |

Pay Plan/Series/Grade/Step: GS-301-11/3

Rate: $60,208

# Step C

Pay is set at GS-11, Step 3, $60,208 (including locality supplement).

Pay Plan/Series/Grade/Step: GS-301-11/3

Rate: $60,208

This employee will be reassigned to the GS-301-11/3 with an annual basic rate of pay of $60,208.

**New Position Title:** Human Resources Specialist

**New Official Worksite:** Houston, TX

**New Pay Plan, Series, Grade and Step:** GS-301-11/3

**New Rate of Basic Pay (includes Houston, TX Area locality supplement):** $60,208