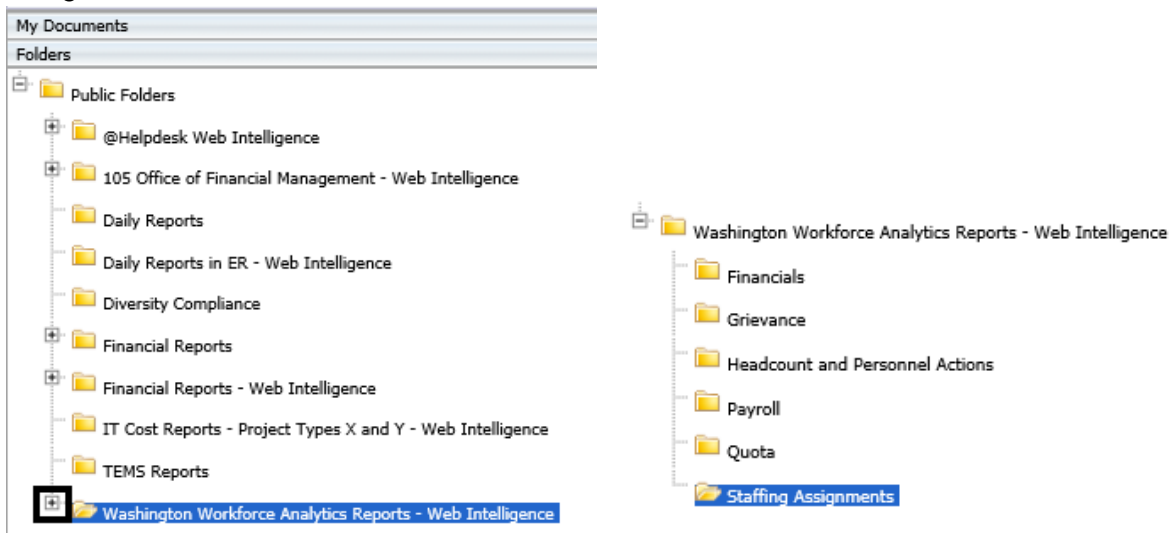


Position Detail (SA-001)

Description: Position availability, vacancy status, and position holder information. Provides the ability to audit position and employee coding. Includes an additional view of position detail by Organizational Unit Hierarchy.

- ✓ **Universe** WWA EDW Staffing Assignments.unx
- ✓ **Required filter prompt** Calendar Year Month.
- ✓ **Position Detail (default view)** Position availability, vacancy status, and position holder information.
- ✓ **Position Detail by Organizational Unit Hierarchy** Position availability, vacancy status, and position holder information by Organizational Unit Hierarchy.

The standard report is located in the Washington Workforce Analytics Reports Web Intelligence > Staffing Assignments folder.



Sample - Position Detail Report > Position Detail View

Web Intelligence - Position Detail
Report Number: SA-001
Date Run: Dec, 05

Description: Position availability, vacancy status, and position holder information.

Business Area Code (POS)	Business Area (POS)	Personnel Area Code (POS)	Personnel Area (POS)	Personnel Subarea Code (POS)	Personnel Subarea (POS)	Organizational Abbr	Organizational Unit Code	Organizational Unit
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	015	31008159	WORKFORCE RULES AND APPEALS
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	016	31008170	WORKFORCE PLANNING & PERFORMANCE
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	016	31008170	WORKFORCE PLANNING & PERFORMANCE
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES
1050	Office of Financial Management	1050	Office of Financial Mgmt	0001	Non Represented	017	31008160	C&C METRICS/INITIATIVES

Prompts

Prompt values restrict the data pulled from the Enterprise Data Warehouse.

Required Prompts must include a value for Calendar Year Month.

Optional Prompts

- ✓ Business Area (POS)
- ✓ Business Area Code (POS)
- ✓ Employee Group (POS)
- ✓ Employee Subgroup (POS)
- ✓ Job (POS)
- ✓ Job Class Abbr (POS)
- ✓ Job Code (POS)
- ✓ Organizational Abbr
- ✓ Organizational Unit Code
- ✓ Personnel Area (POS)
- ✓ Personnel Area Code (POS)
- ✓ Personnel Subarea (POS)
- ✓ Personnel Subarea Code (POS)
- ✓ Position
- ✓ Position Abbr
- ✓ Position Code
- ✓ Vacancy Indicator
- ✓ Work Contract
- ✓ Workforce Indicator (POS)
- ✓ Workforce Indicator Code (POS)

Query Results

Default Data Fields

These fields are included in the standard report by default and should not be removed. Adding or removing default data fields will impact the integrity of the data.

Position Detail:

- ✓ Business Area Code (POS)
- ✓ Business Area (POS)
- ✓ Personnel Area Code (POS)
- ✓ Personnel Area (POS)
- ✓ Personnel Subarea Code (POS)
- ✓ Personnel Subarea (POS)
- ✓ Organizational Abbr
- ✓ Organizational Unit Code
- ✓ Organizational Unit
- ✓ Position Abbr
- ✓ Position Code
- ✓ Position
- ✓ Job Class Abbr (POS)
- ✓ Job Code (POS)
- ✓ Job (POS)
- ✓ Employee Group (POS)
- ✓ Employee Subgroup (POS)
- ✓ Vacancy Indicator
- ✓ Personnel Number
- ✓ Name – Full
- ✓ Personnel Subarea Code (EE)
- ✓ Personnel Subarea (EE)
- ✓ Employee Group (EE)
- ✓ Work Contract
- ✓ Seniority Date

Position Detail by Organizational Unit Hierarchy includes the same default data fields, with the inclusion of:

- ✓ Organizational Unit L1 – L20

Note: Deleting Organizational Unit Levels will not impact the integrity of the data.

Sample - Position Detail Report > Position Detail – Org Hierarchy View

Position Detail with Org Hierarchy							
Report Number: SA-001							
Description: Position availability, vacancy status, and position holder information by Organizational Unit Hierarchy.							
Organizational Unit L1	Organizational Unit L2	Organizational Unit L3	Organizational Unit L4	Organizational Unit L5	Organizational Unit L19	Organizational Unit L20	Business Area Code (POS)
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050
30000000 - State of Washington	30000676 - Office of Financial Management	30000675 - DIRECTOR'S OFFICE	31008484 - DEPUTY'S OFFICE	30000667 - BUDGET			1050

Additional Fields

These fields may be added to the standard report for additional analysis. Adding or removing optional data fields will not impact the integrity of the data.

- ✓ Assignment Pay Indicator (POS)
- ✓ Cap Utilization Level
- ✓ Contract Type
- ✓ Data – Agency Hire
- ✓ Date – Anniversary
- ✓ Date – Appointment
- ✓ Dual Lang Indicator (POS)
- ✓ Duty Station County
- ✓ Duty Station County Code
- ✓ Employee Subgroup (EE)
- ✓ Employment Percent
- ✓ JVAC Points
- ✓ JVAC Points Abbr
- ✓ JVAC Points Code
- ✓ JVAC Points Old
- ✓ Management Type
- ✓ Market Segment
- ✓ Market Segment Code
- ✓ Next Increase Override Date
- ✓ Organizational Key
- ✓ Part Time Indicator
- ✓ Pay Adjust Reason
- ✓ Pay Area (EE)
- ✓ Pay Area (POS)
- ✓ Pay Area Code (EE)
- ✓ Pay Area Code (POS)
- ✓ Pay Group (EE)
- ✓ Pay Group (POS)
- ✓ Pay Level
- ✓ Pay Type (EE)
- ✓ Pay Type (POS)
- ✓ Pay Type Code (EE)
- ✓ Pay Type Code (POS)
- ✓ Position Percentage
- ✓ Primary Inclusion Criteria
- ✓ Primary Inclusion Criteria Abbr
- ✓ Primary Inclusion Criteria Code
- ✓ Retirement Eligible Position Indicator
- ✓ Secondary Inclusion Criteria
- ✓ Secondary Inclusion Criteria Abbr
- ✓ Secondary Inclusion Criteria Code
- ✓ Supervisor Name
- ✓ Supervisor Personnel Number
- ✓ Supervisor Position
- ✓ Supervisor Position Code
- ✓ Workforce Indicator (POS)
- ✓ Workforce Indicator Code (POS)

Measures

- ✓ This report does not include measures.

Restrictions and Calculations

- ✓ There are no restrictions or calculations built into this standard report.

Things to Know

Employee Dimension

The Employee Dimension in the Staffing Assignments universe does not contain the following fields:

- ✓ Job (EE)
- ✓ Job Class Abbr (EE)
- ✓ Job Code (EE)
- ✓ Job Group (EE)
- ✓ Job Group Abbr (EE)
- ✓ Job Group Code (EE)

To compare a position’s job and an employee’s job, you can merge relevant dimensions with the Headcount and Personnel Actions universe and create variables for the dimensions not present in both universes.

Organizational Unit Levels

Organizational Unit Levels will only show results for organizational units with position relationships.

For example, HRMS Organizational Unit 31008879 – WCNCS PROGRAM COORDINATION will not display in the Organizational Unit Hierarchy in WWA because it has no positions assigned to it.

WCNCS	O	3000068
EXECUTIVE DIRECTOR - SERVE WASHINGTON	S	70004940
SR PROGRAM OFFICER - SERVE WASHINGTON	S	70004951
PROGRAM OFFICER - SERVE WASHINGTON	S	70004952
PROGRAM OFFICER - SERVE WASHINGTON	S	70005083
CITIZEN CORPS/CERT COORD	S	71000208
PROGRAM ASSISTANT - SERVE WASHINGTON	S	71033152
PERFORMANCE MANAGEMENT ANALYST SERVE WA	S	71040428
WCNCS PROGRAM COORDINATION	O	31008879
EMPLOYEE SERVICES	O	31003676
ASSISTANT DIRECTOR, EMPLOYEE SERVICES	S	70004956
HR/MGMT CNSLT	S	70004957

Organizational Unit L5	Organizational Unit L6
30000685 - STATEWIDE POLICY	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
30000688 - WCNCS	
31003676 - EMPLOYEE SERVICES	