

CAREER PATHS AND LEVEL GUIDE

MAY 2016

The Career Tracks and Levels

Western Digital Corporation has defined four broad "career tracks," which are used to differentiate the degree of responsibility, scope, expertise and business value associated with a particular role. In general, the higher the level of a job, the more it has increased responsibility, scope, expertise and value to the business. The career levels are used to separate jobs based on differences in the level of contribution a job provides to the organization.

	Support (Level 1-Level 5)	Professional (Non-Engineering) (Level 1-Level 6)	Professional (Engineering) (Level 1-Level 7)	Management (Level 1 through SVP)
Career Track Descriptions	Supports administrative and operational needs of business units, functions or geographical operations and/or works with equipment and processes to support manufacturing operations.	Individual contributors or knowledge workers with specialized professional expertise, who may also direct the work of lower level professionals or manage related processes/programs. Do not have people management responsibilities.	Individual contributors or technical teams using specialized knowledge to deliver technology solutions to develop products or solve business problems. Do not have people management responsibilities. Generally holds degree in Engineering, Computer Science or other technical field.	Management and supervisory professionals focusing on tactical, operational activities within a specified area. Typically have two or more direct reports. Top executives and division heads providing strategic vision and/or tactical/strategic direction across multiple divisions.
Knowledge	✓	✓	✓	
Complexity	✓	✓	✓	
Supervision	✓	✓	✓	
Experience	✓	✓	✓	
Scope				✓
Impact				✓
Influence and Interactions				✓
Reporting Relationships				✓

The leveling of a job is determined through the examination of four work factors, which vary by career track (illustrated in the chart above). Each work factor represents a bucket of job characteristics used to distinguish between hierarchical levels. The work factors used within this level guide are defined as follows:

Work Factors	Description
Knowledge	Generically describes the level of knowledge and/or skills needed to perform the job
Complexity	Describes the complexity of the underlying work required in the job (e.g., problem-solving based on multiple, ambiguous inputs vs. following step-by-step handbook)
Supervision	Describes the amount of direction, oversight, or leadership needed in the role
Experience	Level of expertise required to fulfill level responsibilities as defined by minimum levels of formal education and/or work experience
Scope	Describes scope of role (e.g., team, department, function, enterprise) required for each level
Impact	Describes the nature of the decisions that are being made and the impact those decisions have on the organization
Influence/Interactions	Describes the level and nature of interactions that will be required in the role; also describes how much influence (generally without authority) will be necessary to perform the job's duties
Reporting Relationships	Responsibility for people development, including supervision, training, coaching, leading by example, and performance management

The Career Framework

WDC Global Career Tracks Overview

	Su	pport		Profes	sional		Manage	ement
WDC Level			Non-	-Engineering	Engi	neering		_
							Level	Title
113					Level	Title	M8 (SVP)	SVP
112					See Mgmt Level 7	SrFellow	M7 (VP/Sr Fellow)	VP/Sr Fellow
111			Level	Title	E7	Fellow	M 6	Sr Director
110			P6	Analyst/Specialist VI	E6	Sr Technologist	M 5	Director
109			P5	Analyst/Specialist V	E5	Technologist	M 4	Sr Manager
108			P4	Analyst/Specialist IV	E4	Principal	М3	Manager
107			P3	Analyst/Specialist III	E3	Staff	M2	Sr Supervisor
106	Level	Title	P2	Analyst/Specialist II	E2	Senior	M 1	Supervisor
105	S5	Technician V	P1	Analyst/Specialist I	E1	Engineer/Developer		
104	S4	Technician IV	Tacha	isian and Analyst/Chas	ialist and avamable			
103	S3	Technician III		ician and Analyst/Speci	•			
102	S2	Technician II	titles	titles for Support and Non-Engineering tracks				
101	S1	Technician I						

Support

Supports administrative and operational needs of business units, functions or geographical operations, and/or works with equipment and processes to support manufacturing operations. Professional (Non-Engineering)
Individual contributors or knowledge workers
with specialized professional expertise, who
may also direct the work of lower level
professionals or manage related
processes/programs. Do not have people
management responsibilities.

Professional (Engineering)
Individual contributors or technical teams
using specialized knowledge to deliver
technology solutions to develop products or
solve business problems. Do not have
people management responsibilities.
Generally holds degree in Engineering,
Computer Science or other technical field.

Management

Management and supervisory professionals focusing on tactical, operational activities within a specified area. If role has direct reports, it will fall into this track. Top executives and division heads providing strategic vision and/or tactical/strategic direction across multiple divisions.

Short-term Incentives

Short-Term Incentive Plan Targets (as a % of base salary)

By Track and Level

	Support			Professional			Manageme	ent
WDC			Non-Engineer	ing	Engineering			
Level					Title	Target	Title	Target
111			Title	Target	Fellow	35%	Sr Director	35%
110			Analyst/Specialist VI	30%	Sr Technologist	30%	Director	30%
109			Analyst/Specialist V	20%	Technologist	20%	Sr Manager	20%
108			Analyst/Specialist IV	15%	Principal	15%	Manager	15%
107			Analyst/Specialist III	12%	Staff	12%	Sr Supervisor	12%
106	Title	Target	Analyst/Specialist II	10%	Senior	10%	Supervisor	10%
105	Technician V	8%	Analyst/Specialist I	10%	Engineer/Developer	10%		
104	Technician IV	8%	~					
103	Technician III	8%						
102	Technician III	8%						
101	Technician I	8%						

Notes: Technician is an example title for the Support track; Analyst/Specialist are example titles for the Professional Non-Engineering track

Support

Supports administrative and operational needs of business units, functions or geographical operations, and/or works with equipment and processes to support manufacturing operations.

Work Factor	Knowledge	Complexity	Supervision	Experience
S5 Level V	 Highly skilled specialist Contributes to development of concepts and techniques Completes complex tasks in creative and effective ways Manufacturing: Highly skilled across multiple sensitive production lines 	 Requires independent action and high initiative to resolve priority issues Makes recommendations for new procedures 	 Works independently to determine methods and procedures May be a facilitator or team lead 	6+ years of related experience
S4 Level IV	 Skilled specialist Is resourceful and works effectively Manufacturing: Skilled across multiple sensitive production lines; may require certification within multiple production lines 	 Requires judgment and initiative to resolve difficult issues Makes recommendations for solutions 	 Collaborates to determine methods and procedures May act as informal team lead 	4-6 years of related experience
S3 Level III	 Substantial understanding of job Applies knowledge/skills to complete a wide range of tasks Manufacturing: Somewhat skilled across multiple production lines; may include working within sensitive environments 	 Assignments are of moderate difficulty Exercises judgment in making recommendations to resolve issues 	 Receives little instruction on daily work Receives general instruction on new assignments 	2-4 years of related experience
S2 Level II	 Applies acquired skills and knowledge to follow procedures and complete tasks Manufacturing: Focus on one production line 	Assignments are semi-routine Requires ability to deviate from protocol to address unique issues	 Follows established procedures on routine work Receives detailed instruction on new assignments 	1-2 years of related experience
S1 Level I	 Acquires job skills and learns company policies and procedures Applies learnings to routine tasks Manufacturing: no specific focus area 	Assignments are routineRequires limited judgmentLittle or no decision making	 Receives detailed instruction on all work Works under close supervision 	<1 year of related experience

Professional (Non-Engineering)
Individual contributors or knowledge workers with specialized professional expertise, who may also direct the work of lower level professionals or manage related processes/programs. Do not have people management responsibilities.

Work Factor	Knowledge	Complexity	Supervision	Experience
P6 Level VI	 Expert in the field; highly unique and specialized skills Uses professional concepts to resolve critical issues and shape company objectives/principles Barriers to entry (e.g., top management review, approval) 	 Work impacts company goals and design/selling success Projects/programs may address future concepts, products, and technologies May guide unique, advanced data/situational analyses 	 Drives determination of objectives and approach to critical assignments Typically responsible for managing large complex projects or initiatives Mentors and leads others in areas of expertise 	 Bachelor's/15+ yrs experience Master's/12+ yrs experience PhD/8+ yrs experience.
P5 Level V	 Has broad expertise or unique knowledge Contributes to development of company objectives and principles Some barriers to entry (e.g., committee review) May be highest level of expertise within track for a unique skill 	 Works on significant and unique issues Drives scoping, planning, and methodology for critical projects; may manage execution Able to provide advanced data/ or situational analysis that often requires the evaluation of intangibles 	 Works independently to determine methods and procedures May be responsible for managing large complex projects or initiatives May mentor, lead, and/or supervise other personnel 	 Bachelor's/12+ yrs experience Master's/8+ yrs experience PhD/5+ yrs experience
P4 Level IV	Has wide-range of experience Uses professional concepts to resolve complex issues	 Works on complex issues Exercises judgment in selecting methods and techniques to solve problems Provides data/situational analysis and in-depth evaluation of variable factors 	 Collaborates to determine methods and procedures Executes responsibilities with general supervision and little guidance May be responsible for managing complex projects May coordinate activities of other personnel (Team Lead) – may include leading crossfunctional teams 	 Bachelor's/8+ yrs experience Master's/6+ yrs experience PhD/3+ yrs experience

Professional (Non-Engineering)
Individual contributors or knowledge workers with specialized professional expertise, who may also direct the work of lower level professionals or manage related processes/programs. Do not have people management responsibilities.

Work Factor	Knowledge	Complexity	Supervision	Experience
P3 Level III	 Seasoned professional with full understanding in an area of specialization Resolves a wide range of issues in creative ways Fully qualified, career-oriented position 	 Works on medium to complex problems of diverse scope Uses judgment in selecting methods and techniques Provides data/situational analysis and evaluates identifiable factors 	 Receives little instruction on daily work Receives general instruction on new assignments May be responsible for managing projects May participate or help coordinate cross-functional teams 	 Bachelor's/5+ yrs experience Master's/3+ yrs experience PhD/no experience
P2 Level II	 Developing professional expertise and skills Resolves a variety of issues by applying appropriate policies and procedures 	 Works on problems of moderate scope Exercises judgment within defined procedures and practices Provides data/situational analysis and reviews a variety of factors 	 Receives general instruction on routine work Receives detailed instruction on new assignments May participate in crossfunctional teams 	Bachelor's/2+ yrs experience Master's or Advanced degree with no experience
P1 Level I	 Learning professional concepts and company standards Resolves routine issues by applying standard company policies and procedures 	 Works on problems of limited scope Follows standard practices and procedures Performs simple analysis of data/situations where conclusions are easily identified 	Requires specific instruction and supervision on all work	No experience required

Professional (Engineering)
Individual contributors or technical teams using specialized knowledge to deliver technology solutions to develop products or solve business problems. Do not have people management responsibilities. Holds a degree in Engineering or Computer Science.

Work Factor	Knowledge	Complexity	Supervision	Experience			
(Sr Fellow)		See Management Level M7 (Sr Fellow/VP) for level description					
E7 Fellow	 Acknowledged across groups as the expert and thought leader in technical discipline(s) May serve as "chief architect" of key product or service; may oversee a family of products Defines company's technical and business strategy Applies knowledge of new technology across industries to impact the broader business Significant barriers to entry (e.g., top management review or review board approval) 	 Develops and establishes technical/business processes Provides/leads highly innovative solutions for extremely complex, specialized technical issues Works proactively; anticipates and prevents highly complex problems crossing disciplines Fully understands and quantifies program risks with broad and significant impact 	 Develops/accomplishes goals and objectives independently Builds, leads and integrates multiple project teams and broad assignments, driving decisions and results Provides leadership/strategy to develop technical talent Sets and models high standards for effective interactions across groups 	 BS with 12+ yrs experience MS with 12+ yrs experience PhD with 10+ yrs experience 			
E6 Sr Technologist	 Acknowledged across groups as an expert in an area of technical discipline Applies advanced technical expertise to manage complex programs Contributes to and help shape company's technical and business strategy Researches new technology from a variety of industries Barriers to entry (e.g., top management review, approval) 	 Recommends and implements changes in technical/business processes Helps develop and implement innovative solutions for complex, specialized technical issues Works proactively; identifies and helps prevent problems that may cross disciplines Fully understands and quantifies project risks with impact 	 Accomplishes goals and objectives independently Builds and leads teams, influencing decisions and results Provides regular technical advice and direction to technical team(s) and management Helps set and model high standards for effective interactions, often across groups 	 BS with 10+ yrs experience MS with 10+ yrs experience PhD with 10+ yrs experience 			
E5 Technologist	 Acknowledged within group as a subject matter expert Applies high level of technical competence to solve problems 	 Follows technical/business processes; Identifies areas for improvement Helps lead/coordinate extremely complex technical projects and programs 	Meets objectives with minimal direction and supervision Facilitates leadership and development of technical teams	 BS with 10+ yrs experience MS with 8+ yrs experience PhD with 6+ yrs experience 			

Professional (Engineering)
Individual contributors or technical teams using specialized knowledge to deliver technology solutions to develop products or solve business problems. Do not have people management responsibilities. Holds a degree in Engineering or Computer Science.

Work Factor	Knowledge	Complexity	Supervision	Experience
	 Helps define siloed technical strategy; contributes to organization's technical direction Some barriers to entry (e.g., committee review) 	 Identifies and helps prevent and solve problems within group Identifies risks, generates, recommends, and implements solutions 	 Uses discretion to fully scope, design and implement solutions to complex technical problems Formally leads and mentors others 	
E4 Principal	 Subject matter expert in area of responsibility or has extensive knowledge of several technical areas Applies technical expertise to complete complex tasks Provides input on group's technical direction Aware of technical advances within area of specialization 	 Follows technical/business processes; helps support change when necessary Executes complex, specialized technical projects/assignments Responsible for major or many components in area of expertise Errors result in serious delays and/or departmental consequences 	 Meets goals with little direction and supervision Lead individual contributor for key technical projects and programs Ability to drive project methods techniques and procedures Collaborates to develop self and others within group 	 BS with 7+ yrs experience MS with 6+ yrs experience PhD with 3+ yrs experience
E3 Staff	 Subject matter expert in area of responsibility or working knowledge of several technical areas Applies advanced technical principles to complete medium to complex tasks May provide input on group's technical direction 	 Follows set processes/protocols Works on assignments of medium to complex level Structures project plans and manages cost-effective execution of tasks Errors may result in serious delays and/or departmental consequences 	 Meets goals with some direction and supervision Important player on large technical projects and programs Uses discretion to help design and implement solutions to somewhat complex problems 	 BS with 5+ yrs experience MS with 3+ yrs experience PhD with 1+ yrs experience
E2 Senior	 Knowledge and skills lie within a single technical area Can perform multiple tasks on large projects Applies technical skills/analysis to solve problems effectively Demonstrates mastery over semi-routine assignments 	 Works on a variety of technical projects of moderate scope with some instruction Uses discretion to prioritize work and evaluate problem solving approaches Errors may impact client operations, costs or schedules 	 Requires general supervision on all work May help lead/coordinate small-medium scope projects Some guidance required around project scopes and methodology Work generally reviewed for completeness and accuracy 	BS with 2+ yrs experience MS with 0+ yrs experience

Professional (Engineering)
Individual contributors or technical teams using specialized knowledge to deliver technology solutions to develop products or solve business problems. Do not have people management responsibilities. Holds a degree in Engineering or Computer Science.

Work Factor	Knowledge	Complexity	Supervision	Experience
	Knowledge is limited within a single technical area	Works on technical projects of limited scope with instruction	 Close supervision on all work and limited decision-making 	BS with 0+ yrs experience
Engineer/ Developer	 Performs multiple project tasks Is resourceful when solving problems; shows initiative Uses basic technical skills to complete routine assignments 	 Executes tasks/assignments that are well defined Exercises judgment in prioritizing work Errors may cause project delays 	 Specific guidance required around scope, methodology, expected timing and results Work reviewed thoroughly for completeness and accuracy 	

Management

Management and supervisory professionals focusing on tactical, operational activities within a specified area. Typically have two or more direct reports.

Top executives and division heads providing strategic vision and/or tactical/strategic direction across multiple divisions.

Work Factor	Scope	Impact	Influence/Interactions	Reporting Relationships
M8 SVP	 Major complex, global operating unit; corporate function; strategic business unit Has budget or P&L accountability for unit(s) Problems faced will be severely complex 	 Focused on achieving long-term operational and strategic results (3+ years) Outcomes directed and/or influenced have a major impact the company's future direction Erroneous decisions may impact the company's viability 	 Interacts internally and externally with executive level management, consultants and corporate leaders, requiring negotiation skills over extremely critical matters Influences long-term vision and strategy of corporate consequence Recognized as influential leader within and outside the company 	 Reports to CEO/President/EVP Supervises 6-8 direct reports (VPs/Fellows, Senior Directors, Directors) Potential member of CEO's Executive Team
M7 VP/Sr Fellow	 Several diverse units, may or may not be global in scope; a strategically important unit or function; a large single-focused unit or function May have budget or P&L accountability for unit(s) Problems faced may be severely complex and abstract Fellow role may not have same people/P&L responsibilities but impact, complexity and influence required in role are the same for a VP and a Fellow 	 Focused on achieving mid- to long-term operational and strategic results (2-5 years) Outcomes directed impact departments or operating units under his/her direct leadership and often impact other departments' future direction Erroneous decisions will have a serious impact on the overall long-term success of the company 	 Regularly interacts with executives and/or major customers involving highly visible activities such as negotiating with customers, influencing executives and/or academics, lobbying regulators or policy makers and representing the organization on matters of great significance Influences short- and long-term corporate vision and strategy Recognized as an influential leader within and, possibly, outside the organization 	Reports to EVP/SVP Supervises 6-8 direct reports (Senior Directors, Directors, Senior Managers)
M6 Sr Director	 Multiple departments with related functions; manages large-single focus department; a high profile BU or customer segment Will be a manager of managers May have budget or P&L accountability for department(s) Problems faced are moderately to severely complex Consistently works with abstract matters across functional areas 	 Focused on achieving mid- to long-term operational and strategic results (2-5 years) Outcomes directed impact their department and other, related department OR has small influence on the company's relationship with a business partner, technological positioning, or its infrastructure Erroneous decisions will have a moderate impact on the longterm success of the company 	 Regularly interacts with executives and senior management and/or major customers; may represent the organization and negotiate on matters of significance Influences short-term vision and strategy of corporate consequence Develops corporate and organizational policies, practices and procedures and authorizes implementation 	Reports to SVP/VP Supervises 6-8 direct reports

Management

Management and supervisory professionals focusing on tactical, operational activities within a specified area. Typically have two or more direct reports.

Top executives and division heads providing strategic vision and/or tactical/strategic direction across multiple divisions.

Work Factor	Scope	Impact	Influence/Interactions	Reporting Relationships
M5 Director	 Several teams within a department; specific BU or customer segment; manages large-single focus operating or functional unit Often a manager of managers May have budget or P&L accountability for operating or functional unit Problems faced may be moderately to severely complex 	 Focused on achieving mid- to long-term operational and often strategic results (2-5 years) Outcomes directed impact teams under their direct leadership, other related teams, and possibly semi-related teams Erroneous decisions will have a serious impact on the mid to long-term success of the function or division 	 Often interacts with executives and regularly meets with senior management and/or major customers Shapes operations of function with an eye to short-term vision and strategy of corporate consequence Influences others outside of own job area regarding policies, practices and procedures 	 Reports to SVP/VP/Sr. Director Supervises 6-8 direct reports
M4 Sr Manager	 Manages large team which would typically consist of both experienced professionals and, possibly, managers Manages activities of two or more sections or departments May have budget accountability for sections Problems faced are difficult to moderately complex 	 Focused on achieving short-term operational and tactical results (1-2 years) Outcomes managed impact the teams under his/her direct leadership and related teams Erroneous decisions will have a moderate impact on the mid to long-term success of the function or division (e.g., delays in schedule) 	 Regularly interacts with senior management Periodically interacts with executives Interactions involve matters concerning several functional areas, divisions, and/or customers Influences short-term operations of function Influences others outside of own job area regarding policies, practices and procedures 	Reports to Sr. Director/Director Supervises 6-8 direct reports
M3 Manager	 Manages a team of professionals True manager level In some instances this manager may be responsible for a functional area and not have any subordinate employees May have budget accountability for team Problems faced may be difficult to moderately complex 	 Focuses on policy and strategy implementation for short-term results (1 year or less) Outcomes managed impact the teams under his/her direct leadership and, possibly, related teams Erroneous decisions may have small to moderate impact on the mid to long-term success of the function or division (e.g., add to costs) 	 Regularly interacts with subordinate supervisors, customers, and/or functional peer group managers Periodically interacts with senior management Interaction normally involves matters between functional areas, other company divisions or units, or customers and the company Influences others inside of own job area regarding policies, practices and procedures 	 Reports to Director/Sr. Manager Supervises 6-8 direct reports

Management

Management and supervisory professionals focusing on tactical, operational activities within a specified area. Typically have two or more direct reports.

Top executives and division heads providing strategic vision and/or tactical/strategic direction across multiple divisions.

Work Factor	Scope	Impact	Influence/Interactions	Reporting Relationships
M2 Sr Supervisor	 Typically Supervises Professional/Technical staff Provides direct supervision to professional individual contributors and/or skilled, support individual contributors (e.g., technicians, designers, support personnel) A portion of time is sometimes spent performing individual tasks related to the unit or sub- unit Problems faced may be difficult, but typically are not complex 	 Focused on achieving very short-term operational and tactical results (6-12 months) Outcomes supervised impact only the team under his/her direct supervision Erroneous decisions will have moderate impact on the nearterm success of the function or division (e.g., delays in schedule) 	 Regularly interacts with subordinate supervisors and functional peer group Periodically interacts with senior management Interaction normally requires the ability to gain cooperation of others, conducting presentations of technical information concerning specific projects or schedules 	 Reports to Sr. Manager/ Manager Supervises 6-8 direct reports
M1 Supervisor	 Typically Supervises Clerical/Manufacturing staff Provides immediate supervision to a unit or group of semi-skilled employees (e.g., assemblers, operators, clerical), assigning tasks, checking work at frequent intervals, and maintaining schedules A portion of time is normally spent performing individual tasks related to the unit or sub- unit Problems faced may be difficult, but typically are not complex 	 Focused on achieving very short-term operational and tactical results (6-12 months) Outcomes supervised impact only the team under his/her direct supervision Erroneous decisions will have minimal impact on the near-term success of the function or division (e.g., delays in schedule) 	 Regularly interacts with subordinates and functional peer groups Periodically interacts with senior management Interaction normally involves exchange or presentation of factual information 	 Reports to Sr. Manager/ Manager/Sr. Supervisor Supervises 10+ direct reports