



Update job code table

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Human Resources > Tables > Job/Contract > Job Codes

Update the job codes.

| Delete | Job Code | Job Description | EEOC Code | Account Code | Salary Concept | Increase Pay Step | FSP Salary Class Code |
|--------|----------|---------------------------|------------------------|--------------|-------------------------------|-------------------------------------|-----------------------|
| | 0001 | ACADEMIC RESOURCE TEACH | 06 Scnd classrm teach | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |
| | 0002 | CULINARY ARTS TEACHER | 07 Other classrm teach | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |
| | 0003 | MULTI AGE 2-4 | | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |
| | 0004 | LIBRARIAN | 10 Librarian, AV staff | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | L Librarian |
| | 0005 | WORLD LANGUAGE | 05 Elem classrm teach | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |
| | 0006 | TECHNOLOGY AS A SL DIRECT | | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |
| | 0007 | SPEECH | 06 Scnd classrm teach | -- .. ---- | D Use hourly/daily rate table | <input checked="" type="checkbox"/> | T Class teacher |

- Select the appropriate **Salary Concept** for each job.
- (Optional) Update the distribution **Account Code** fields.

The job codes table is not shared between the current year and next year records.

Reminder: In the **FTE Hrs** field, type the appropriate full-time hours for each job code. Effective September 2017, the scheduled weekly hours are used by TRS reporting.