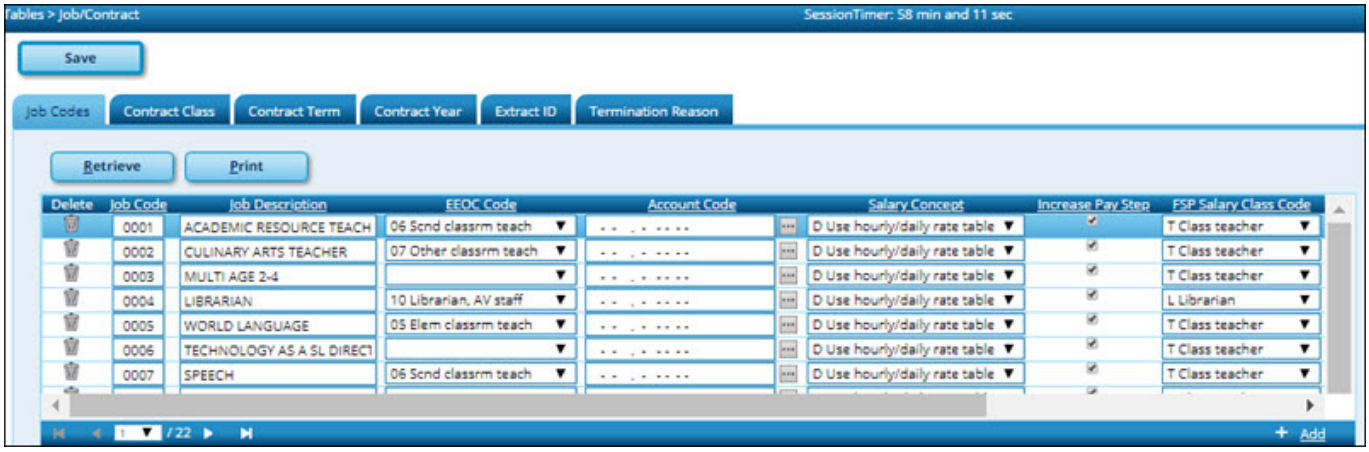
Update job code table

Table of Contents

Human Resources > Tables > Job/Contract > Job Codes

Image



Update the Job Codes tab on the Job/Contract page.

Select the appropriate **Salary Concept** for each job and to update the distribution account codes. The job codes table is not shared between the current and next year records.

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

ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS
ASCENDER GUIDES
ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS

Back Cover