



## Update job code table



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Update the job codes.

Image

Tables > Job/Contract

SessionTimer: 58 min and 11 sec

Save

Job Codes

Contract Class

Contract Term

Contract Year

Extract ID

Termination Reason

Retrieve

Print

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 ▼

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+ Add

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** field, type the appropriate full time hours for each job code. Effective September 2017, these scheduled weekly hours are used by TRS Team reporting.



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