



## Update job code table



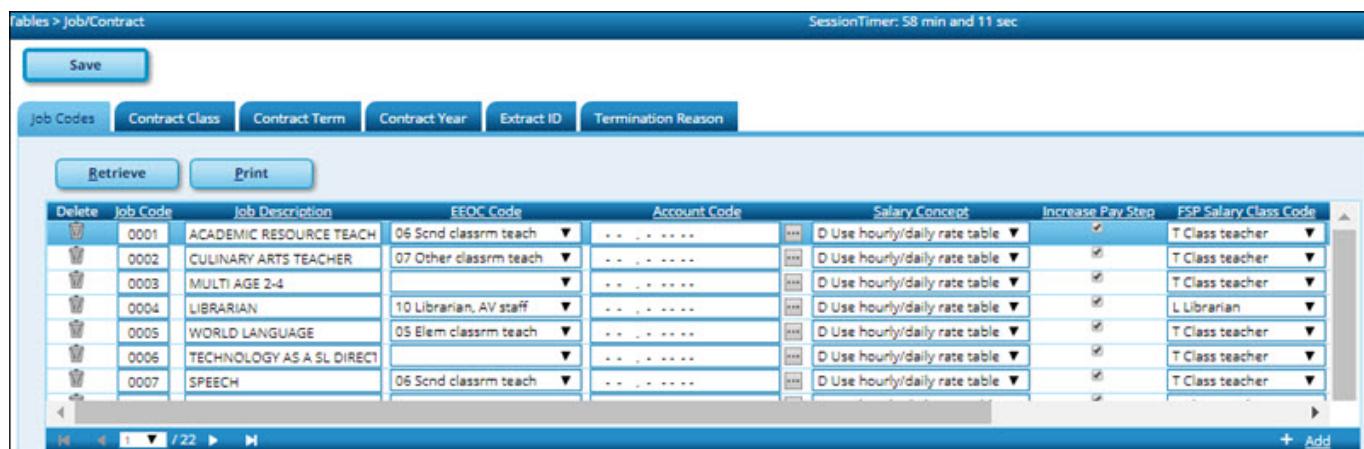
## Table of Contents



Human Resources > Tables > Job/Contract > Job Codes

Update the job codes.

Image



Tables > Job/Contract Session Timer: 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 ESP Salary Class Code

Delete	Job Code	Job Description	EEOC Code	Account Code	Salary Concept	Increase Pay Step	ESP 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

1 / 22 + 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.



## Back Cover