



## Update job code table



## Table of Contents



## Human Resources &gt; Tables &gt; Job/Contract &gt; Job Codes

Update the job codes.

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 type="checkbox"/>	T Class teacher
0003	MULTI AGE 2-4		***.***	D Use hourly/daily rate table	<input type="checkbox"/>	T Class teacher
0004	LIBRARIAN	10 Librarian, AV staff	***.***	D Use hourly/daily rate table	<input type="checkbox"/>	L Librarian
0005	WORLD LANGUAGE	05 Elem classrm teach	***.***	D Use hourly/daily rate table	<input type="checkbox"/>	T Class teacher
0006	TECHNOLOGY AS A SL DIRECT		***.***	D Use hourly/daily rate table	<input type="checkbox"/>	T Class teacher
0007	SPEECH	06 Scnd classrm teach	***.***	D Use hourly/daily rate table	<input 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.



## Back Cover