



## Update job code table



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Update the job codes.

Tables > Job/Contract NYR Personnel

Save

JOB CODES

Retrieve Print

Delete	Job Code	Job Description	EEOC Code	Account Code	Salary Concept	Increase
	0000	GENERIC	<input type="text"/>	<input type="text" value="-- . - - - -"/>	A Use annual salary table	<input type="text"/>
	0001	HIGH SCHOOL TEACHER	<input type="text"/>	<input type="text" value="-- . - - - -"/>	A Use annual salary table	<input type="text"/>
	0002	TEACHER/COACH	<input type="text"/>	<input type="text" value="-- . - - - -"/>	A Use annual salary table	<input type="text"/>

- ☐ 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.



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