



Hourly/Student Pay Rate Schedule

(NOTE: This schedule does not apply to students on State work-study. See separate pay schedule for AP-0303 budget codes)

Effective January 1st 2021

(Adjusted for new minimum wage of \$13.69)

In determining which job classification and pay rate to use, consider the type and relative complexity of the work to be performed; level of responsibility to be assigned; background of technical training and/or experience required; and the training, experience, and overall skill level of the person to be employed.

Job Title / Classification	Hourly Rate	General Job Specifications	Position titles in this category includes, but is not limited to the equivalent of the following job titles:
Non-Permanent Hourly 1 And Students	\$13.50 to \$15.50	General Positions at this level perform functions of an entry level, semi-routine and repetitive nature and involve a lower degree of responsibility and judgment by the employee. The typical duties would require some knowledge or skill with experience.	Admin Intern/Trainee, Athletic Assistant, Cashier 1, Check Stand Operator, Cook 1, Custodian 1, Driver Small Van, Early Childhood Program Specialist 1, Events Coordinator 1, Field Maintenance Assistant, Fiscal Technician 1, Food Service Worker, Grounds & Nursery Services Specialist 1, Media Assistant 1, Office Assistant 1, Peer Tutor, Tutor Level 1 & 2, Reader, Security Assistant, Sports Equipment Technician, Technology Tutor, TV/Video Equipment Operator 1
Non-Permanent Hourly 2 And Students	\$14.00 to \$16.50	Technical/Paraprofessional Positions at this level perform varied and moderately complex duties which require a moderate degree of responsibility and independent judgment. The typical duties would include those which provide assistance in registration, admissions, financial aid, business office, administrative offices, and areas where special assistance of a temporary nature is needed.	Admin Assistant 1, Cashier (2,3), Custodian (2,3), Customer Service Specialist 1, Driver (large van, CDL Licensed), Early Childhood Program Specialist 2, Facilities Attendant, Field Maintenance Specialist, Fiscal Technician 2, Food Service Worker Lead, Grounds & Nursery Services Specialist (2,3), Laboratory Tech 1, Library & Archives Paraprofessional (1,2), Office Assistant (2,3), Program Assistant, Professional Tutor, Tutor Level 3, Secretary, Secretary Senior.
Non-Permanent Hourly 3 (Hourly Only)	\$16.00 to \$18.50	Professional Positions at this level perform duties which require a substantial degree of responsibility and independent judgment. The duties of these positions require awareness of departmental/division programs, as well as internal office procedures, to facilitate coordination of work within the unit. Skilled clerical, photography, security, instructional aide, graphics and general maintenance are the broad areas included in this category.	Admin Assistant 2, Customer Service Specialist (2,3), Early Childhood Program Specialist 3, Fiscal Tech 3, Graphic Designer/Illustrator, IT Support Technician 1, Instruction & Classroom Support Technician (1,2), Media Technology Specialist, Program Coordinator, Stage Technician, TRC Instructional Technology Facilitator, TRC Website Facilitator, Utility Worker
Non-Permanent Hourly 4 (Hourly Only)	\$19.00 and above	Highly Specialized Positions at this level require managerial or special skills. This includes positions requiring any combination of the following: a high degree of fiscal management, staff management, resource allocation, or responsibility for college liability.	Budget Analyst, Fiscal Analyst, Job Developers, Interpreters, Project Coordinator, Safety/Security

Exceptions by VP approval.

1. As a general rule, part-time hourly employees should not be assigned to lead or supervisory job positions.

2. **All PAFs need to be signed by the Budget Authority and Division VP/Executive Director before sending to HR.**