

**DAEOP Classification
Step and Grade Schedule
Effective September 1, 2013**

Job Code	Job Title	Schedule	Grade	Min Step	Max Step	Grade	10	Grade	20
7773	WELCOME CENTER RECEIPT 240	155	010	15	41	Pay Step	Pay Rate	Pay Step	Pay Rate
7853	OFFICE SUPPORT I 200	155	010	19	39	1	9.216	1	9.236
7853	OFFICE SUPPORT I 240	155	010	19	39	2	9.412	2	9.402
7853	OFFICE SUPPORT I 220	155	010	19	39	3	9.608	3	9.568
7856	SECRETARY I 220	155	010	23	41	4	9.799	4	9.834
7856	SECRETARY I 200	155	010	23	41	5	9.990	5	10.100
7856	SECRETARY I (FLEX) 200	155	010	23	41	6	10.191	6	10.296
7856	SECRETARY I (JOB SHARE) 200	155	010	23	41	7	10.392	7	10.492
7856	SECRETARY I 240	155	010	23	41	8	10.603	8	10.688
7696	BUYER ASST 240	155	010	23	45	9	10.814	9	10.884
7452	LIBRARY TECHNICIAN I 240	155	010	23	45	10	10.990	10	11.045
7305	ACCOUNTANT I 240	155	010	27	49	11	11.166	11	11.206
7305	ACCOUNTING TECHNICIAN I 240	155	010	27	49	12	11.377	12	11.407
7330	BOOKKEEPER II 240	155	010	27	49	13	11.588	13	11.608
7330	BOOKKEEPER II 220	155	010	27	49	14	11.779	14	11.809
7330	BOOKKEEPER II 200	155	010	27	49	15	11.970	15	12.010
7331	BOOKKEEPER II, HOURLY 00	155	010	27	49	16	12.186	16	12.271
7857	SECRETARY II 220	155	010	31	51	17	12.402	17	12.532
7857	SECRETARY II 240	155	010	31	51	18	12.593	18	12.693
7857	SECRETARY II 200	155	010	31	51	19	12.784	19	12.854
7379	DATA PROCESSOR II 200	155	010	33	55	20	13.035	20	13.090
7379	DATA PROCESSOR II 240	155	010	33	55	21	13.286	21	13.326
7854	OFFICE SUPPORT II 200	155	010	35	51	22	13.537	22	13.568
7854	OFFICE SUPPORT II 240	155	010	35	51	23	13.789	23	13.809
7854	OFFICE SUPPORT II 220	155	010	35	51	24	14.030	24	14.065
7452	LIBRARY TECHNICIAN II 240	155	010	37	61	25	14.271	25	14.321
7305	ACCOUNTANT II 240	155	010	43	65	26	14.512	26	14.623
7305	ACCOUNTING TECHNICIAN II 240	155	010	43	65	27	14.753	27	14.924
7696	BUYER 240	155	010	43	65	28	15.000	28	15.135
7491	PAYROLL TECHNICIAN III 240	155	010	43	65	29	15.246	29	15.346
7803	ACCOUNTS PAYABLE TECHNICIAN	155	10	43	65	30	15.497	30	15.567
7804	ACCOUNTS PAYABLE SPECIALIST	155	10	43	65	31	15.748	31	15.789
7883	SERVICE COOR CENTER (SCC) TECH	155	010	45	65	32	15.995	32	16.050
7855	OFFICE SUPPORT III 240	155	010	49	57	33	16.241	33	16.311
7855	OFFICE SUPPORT III 220	155	010	49	57	34	16.492	34	16.532
						35	16.743	35	16.753
						36	16.985	36	17.055
						37	17.226	37	17.356
						38	17.567	38	17.658
						39	17.909	39	17.959
						40	18.241	40	18.286
						41	18.572	41	18.613
						42	18.889	42	18.904
						43	19.206	43	19.196
						44	19.542	44	19.557
						45	19.879	45	19.919
						46	20.201	46	20.291
						47	20.522	47	20.663
						48	20.864	48	20.954
						49	21.206	49	21.246
						50	21.532	50	21.608
						51	21.859	51	21.969
						52	22.195	52	22.266
						53	22.532	53	22.562
						54	22.859	54	22.889
						55	23.185	55	23.216
						56	23.512	56	23.547
						57	23.839	57	23.879
						58	24.180	58	24.215
						59	24.522	59	24.552
						60	24.844	60	24.884
						61	25.165	61	25.215
						62	25.492	62	25.537
						63	25.818	63	25.859
						64	26.135	64	26.231
						65	26.452	65	26.602

Code	Job Title	Schedule	Grade	Min Pay	Max Pay
7538	SECRETARY - HOURLY	0770R	010	\$8.99	\$19.72
7539	SECRETARY - PART-TIME	0770R	010	\$8.99	\$19.72

Job Codes for Pay Grade 20 with Minimum and Maximum Steps (The pay rates to the RIGHT apply to all of the jobs below):					
Code	Job Title	Schedule	Grade	Min Step	Max Step
7540	CLERICAL SPECIAL ASSIGNMENT 00	155	20	29	37
7540	SECRETARY I 00	155	20	23	41
7541	SECRETARY II 00	155	20	31	51
7540	DATA PROCESSOR II 00	155	20	33	55