

**Mt. Diablo Unified School District
Clerical/Secretarial/Technical
Salary Schedule — 2011-12 Fiscal Year**

Bargaining Unit 20

Position	Classification	Range	Step 1		Step 2		Step 3		Step 4		Step 5		Step 6	
			Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
ACCTCLK--	Account Clerk	400	2268.87	13.09	2383.29	13.75	2502.64	14.44	2626.88	15.16	2757.61	15.91	2895.50	16.70
ACCOUNT120	Accountant	519	3262.75	18.82	3424.59	19.76	3596.20	20.75	3776.03	21.78	3965.62	22.88	4163.91	24.02
ADMSEC115	Administrative Secretary	491	2994.68	17.28	3145.05	18.14	3301.97	19.05	3467.09	20.00	3640.35	21.00	3822.36	22.05
ADMSEC2115	Administrative Secretary II	507	3145.20	18.15	3301.73	19.05	3467.87	20.01	3640.63	21.00	3823.16	22.06	4014.33	23.16
ADACTAB115	Adult & Career Ed. Accountability Specialist	522	3292.04	18.99	3456.32	19.94	3629.57	20.94	3811.00	21.99	4001.41	23.09	4201.48	24.24
ADACTSP115	Adult & Career Ed. Accounting Specialist	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
ADFISAN115	Adult & Career Ed. Fiscal Analyst	522	3292.04	18.99	3456.32	19.94	3629.57	20.94	3811.00	21.99	4001.41	23.09	4201.48	24.24
ADFISSP115	Adult Ed. Fiscal Specialist	491	2994.68	17.28	3145.05	18.14	3301.97	19.05	3467.09	20.00	3640.35	21.00	3822.36	22.05
ADSOM115	Adult School Office Manager	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
ATTSEC110	Attendance Secretary	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
ATTSRA115	Attendance/Student Records Assistant	458	2708.61	15.63	2844.29	16.41	2986.48	17.23	3135.24	18.09	3292.17	18.99	3456.78	19.94
ATTSRC115	Attendance/Student Records Coordinator	480	2896.58	16.71	3040.44	17.54	3192.45	18.42	3352.65	19.34	3521.03	20.31	3697.08	21.33
AUTOCAD115	AUTOCAD Drafter/Plan Room Technician	558	3674.69	21.20	3857.75	22.26	4050.64	23.37	4253.34	24.54	4465.81	25.76	4689.10	27.05
BENSPEC120	Benefits Specialist	525	3321.58	19.16	3488.35	20.13	3663.23	21.13	3846.30	22.19	4037.52	23.29	4239.40	24.46
BILTRAN115	Bilingual Translator/Interpreter	508	3154.86	18.20	3311.79	19.11	3478.52	20.07	3651.76	21.07	3834.87	22.12	4026.63	23.23
BUYER115	Buyer	525	3321.58	19.16	3488.35	20.13	3663.23	21.13	3846.30	22.19	4037.52	23.29	4239.40	24.46
BUYERLD115	Buyer, Lead	558	3674.69	21.20	3857.75	22.26	4050.64	23.37	4253.34	24.54	4465.81	25.76	4689.10	27.05
CARADV100	Career/College Advisor	534	3414.37	19.70	3585.44	20.69	3765.06	21.72	3953.28	22.81	4150.08	23.94	4357.58	25.14
CHWLF105	Child Welfare & Attendance Liaison	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
COMSC--	Community School Coordinator	468	2791.97	16.11	2932.56	16.92	3078.03	17.76	3231.71	18.64	3393.52	19.58	3563.20	20.56
COMPOP115	Computer Operator	491	2994.68	17.28	3145.05	18.14	3301.97	19.05	3467.09	20.00	3640.35	21.00	3822.36	22.05
COPY095	Copy Machine Operator	388	2187.16	12.62	2296.67	13.25	2412.72	13.92	2532.06	14.61	2659.57	15.34	2792.55	16.11
DATACLK115	Data Entry Clerk	433	2509.17	14.48	2635.03	15.20	2767.45	15.97	2904.75	16.76	3050.24	17.60	3202.74	18.48
ELEMSEC100	Elementary School Secretary	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
FISAN--	Fiscal Analyst I	525	3321.58	19.16	3488.35	20.13	3663.23	21.13	3846.30	22.19	4037.52	23.29	4239.40	24.46
FISAN2120	Fiscal Analyst II	558	3674.69	21.20	3857.75	22.26	4050.64	23.37	4253.34	24.54	4465.81	25.76	4689.10	27.05
FSINFO110	Food Services Information Systems Coord.	480	2896.58	16.71	3040.44	17.54	3192.45	18.42	3352.65	19.34	3521.03	20.31	3697.08	21.33
GRAPHIC115	Graphic Design Specialist	491	2994.68	17.28	3145.05	18.14	3301.97	19.05	3467.09	20.00	3640.35	21.00	3822.36	22.05
HSREG110	High School Registrar	468	2791.97	16.11	2932.56	16.92	3078.03	17.76	3231.71	18.64	3393.52	19.58	3563.20	20.56
HSTREAS110	High School Treasurer	468	2791.97	16.11	2932.56	16.92	3078.03	17.76	3231.71	18.64	3393.52	19.58	3563.20	20.56
IMA105	Instructional Media Assistant I	400	2268.87	13.09	2383.29	13.75	2502.64	14.44	2626.88	15.16	2757.61	15.91	2895.50	16.70
IMA2105	Instructional Media Assistant II	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
INTACKL--	Intermediate Account Clerk	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
INTYP--	Intermediate Typist Clerk	388	2187.16	12.62	2296.67	13.25	2412.72	13.92	2532.06	14.61	2659.57	15.34	2792.55	16.11
MAIL--	Mail Clerk	388	2187.16	12.62	2296.67	13.25	2412.72	13.92	2532.06	14.61	2659.57	15.34	2792.55	16.11
MEDIA115	Media Services Assistant I	433	2509.17	14.48	2635.03	15.20	2767.45	15.97	2904.75	16.76	3050.24	17.60	3202.74	18.48
MEDIA2115	Media Services Assistant II	439	2556.57	14.75	2684.09	15.49	2818.09	16.26	2958.73	17.07	3107.46	17.93	3262.83	18.82
NSHCLE100	NSHS Clerical Support	468	2791.97	16.11	2932.56	16.92	3078.03	17.76	3231.71	18.64	3393.52	19.58	3563.20	20.56
PAYAN120	Payroll Analyst	596	4125.83	23.80	4331.80	24.99	4547.57	26.24	4776.39	27.56	5015.08	28.93	5265.84	30.38
PERSAST120	Personnel Assistant	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
PHOTOTY115	Phototypesetter	457	2700.41	15.58	2834.48	16.35	2976.69	17.17	3125.41	18.03	3282.35	18.94	3446.48	19.88
PRINCLK115	Principal Clerk	444	2595.81	14.98	2724.96	15.72	2860.64	16.50	3004.47	17.33	3154.86	18.20	3312.60	19.11
PRMOM--	Principal School Office Manager	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
PRINTCO115	Print Computer/Equipment Oper	491	2994.68	17.28	3145.05	18.14	3301.97	19.05	3467.09	20.00	3640.35	21.00	3822.36	22.05
PRINTOP115	Print Shop Equipment Operator	458	2708.61	15.63	2844.29	16.41	2986.48	17.23	3135.24	18.09	3292.17	18.99	3456.78	19.94
PRINTFI115	Print Shop Finisher	388	2187.16	12.62	2296.67	13.25	2412.72	13.92	2532.06	14.61	2659.57	15.34	2792.55	16.11
PROGAN120	Program Analyst	596	4125.83	23.80	4331.80	24.99	4547.57	26.24	4776.39	27.56	5015.08	28.93	5265.84	30.38
PGMRAN120	Programmer Analyst	596	4125.83	23.80	4331.80	24.99	4547.57	26.24	4776.39	27.56	5015.08	28.93	5265.84	30.38
SOM--	School Office Manager	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
SECTY--	Secretary	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
SECDISP115	Security Operations Dispatcher/Clerk*	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
SRACKL--	Senior Account Clerk	448	2626.88	15.16	2757.61	15.91	2896.58	16.71	3040.44	17.54	3192.45	18.42	3352.08	19.34
SRSOM115	Senior School Office Manager	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
SRSEC--	Senior Secretary	477	2870.44	16.56	3012.63	17.38	3164.67	18.26	3321.58	19.16	3488.35	20.13	3662.76	21.13
SRYP--	Senior Typist Clerk	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
STRES100	Student Resource Technician	424	2442.15	14.09	2563.11	14.79	2692.24	15.53	2826.29	16.31	2968.51	17.13	3116.94	17.98
SWBRD115	Switchboard Operator Receptionist	388	2187.16	12.62	2296.67	13.25	2412.72	13.92	2532.06	14.61	2659.57	15.34	2792.55	16.11
TESTASO115	Test Program Associate	558	3674.69	21.20	3857.75	22.26	4050.64	23.37	4253.34	24.54	4465.81	25.76	4689.10	27.05
TXTCOR115	Textbook & Instructional Material Coordinator	558	3674.69	21.20	3857.75	22.26	4050.64	23.37	4253.34	24.54	4465.81	25.76	4689.10	27.05
TYPCLK--	Typist Clerk	356	1984.46	11.45	2084.17	12.02	2187.16	12.62	2296.67	13.25	2412.72	13.92	2533.36	14.62

Longevity plan provides for additional 2.5% at 10 years, and 2.5% each 5 years thereafter.

*Positions receive 12.5% differential for 3:00 p.m. to 11:00 p.m. or 11:00 p.m. to 7:00 a.m. shifts on weekdays and all weekend shifts per 83 (c) of the Agreement.

Mt. Diablo Unified School District
Clerical/Secretarial/Technical
Salary Schedule — 2011-12 Fiscal Year
School Day Only (SDO)

Bargaining Unit 20

Position	Classification	Range	Step 1		Step 2		Step 3		Step 4		Step 5		Step 6	
			Annual*	Hourly	Annual*	Hourly	Annual*	Hourly	Annual*	Hourly	Annual*	Hourly	Annual*	Hourly
CORDCOMSDO	Community School Coordinator (SDO)	468A	24,873.84	16.11	26,124.48	16.92	27,421.44	17.76	28,780.16	18.64	30,231.52	19.58	31,744.64	20.56
INTYPSDO	Intermediate Typist Clerk (SDO)	388A	19,485.28	12.62	20,458.00	13.25	21,492.48	13.92	22,557.84	14.61	23,684.96	15.34	24,873.84	16.11
SECTYSDO	Secretary (SDO)	424A	21,754.96	14.09	22,835.76	14.79	23,978.32	15.53	25,182.64	16.31	26,448.72	17.13	27,761.12	17.98
TYPSTCLKSDO	Typist Clerk (SDO)	356A	17,678.80	11.45	18,558.88	12.02	19,485.28	12.62	20,458.00	13.25	21,492.48	13.92	22,573.28	14.62

*Annual amount is the hourly rate multiplied by an eight-hour day multiplied by the number of school days and paid holidays in the school year.
An 8-hour day/40-hour week is 1.0 FTE (Full-Time Equivalent); a 6-hour day/30-hour week is 0.75 FTE, etc.