

MANUAL TRADES

Job Grouping 1

Bus Monitor
Custodian

Job Grouping 2

Bus Driver Assistant
Food Service Cook
Groundskeeper I

Job Grouping 3

Delivery Truck Driver
Groundskeeper II
Construction Helper

Job Grouping 4

Asst. Head Custodian - High School
Asst. Heavy Equipment Operator
Asst. Leader - Ground Crew
Bus Driver
Courier
Equipment & Supply Coordinator
Food Service Intern
Furniture Refinisher
Head Custodian - Elementary and Special
Campuses
Tire Technician
Warehousemen

Job Grouping 5

Air Condition Technician
Assistant - Food Service Maintenance Tech.
Electrician Assistant
Food Service Manager - Elem. & Middle School,
Uncertified
Head Custodian - Athletics and Central Office
Head Custodian - Middle and High School
Heavy Equipment Operator
Journeyman Mason
Journeyman Millman
Journeyman Painter
Journeyman Roofer
Journeyman Shade & Stage
Journeyman Welder
Leader I Ground Crew
Plumber Assistant
Press Operator
Production Artist
Service Center Dispatcher
Small Engine Repairman

Job Grouping 6

Access Control/Electronic Alarm Technician
Assistant Foreman, Heavy Construction
Assistant Foreman, Mill Shop
Autocad Technician
Food Service Manager - Elem. & M.S., Certified
Herbicide/Chemical Applicator
Journeyman Mechanic
Pesticide Chemical Applicator
Route Coordinator
Utility Mechanic

Job Grouping 7

Asbestos Abatement Technician

Assistant Foreman Painter/Glazier
Assistant Foreman Warehouse
Athletic Fields/Complex Grounds Coordinator
Burglar Alarm Diagnostic Technician
Food Service Manager - High School, Certified
Journeyman Appliance Repair
Journeyman Carpenter
Journeyman Electrician
Journeyman Electronics
Journeyman Environmental Control
Journeyman HVAC
Journeyman Plumber
Journeyman Water Treatment Specialist
Lead Press Operator

Job Grouping 8

Assistant Foreman Air Conditioning
Assistant Foreman Electrician
Assistant Foreman Locks/Alarms
Assistant Foreman Plumbing

Job Grouping 9

A/C Control Monitor
Coordinator, Sanitation/Pest/Foliage
Foreman Heavy Construction/Masonry
Foreman Kitchen Equip/Maintenance Repair
Foreman Mill/ Shop
Foreman Painter/Glazier
Foreman Print Shop
Foreman Roofing
Foreman Warehouse
Route Supervisor
Supervisor-Access Control

Job Grouping 10

Foreman Air Conditioning
Foreman Carpenter
Foreman Heating

CLERICAL

Job Grouping 1

Clerk, Mailroom
Clerk, Office
Clerk, SEMS
Clerk, Special Ed.
Clerk, Student Liaison
Clerk, Textbooks

Job Grouping 2

Clerk, Attendance
Clerk, Elementary
Clerk, High School
Home Support Liaison
Program Support Liaison
Secretary, Asst. Principal
Secretary, Counselor

Job Grouping 3

Bookkeeper Campus
Clerk, Customer Service
Clerk, Data Entry
Clerk, Data MIS
Clerk, Department
Clerk, Medicaid Billing

Clerk, Student & PEIMS Support

Job Grouping 4

Billing Specialist
Clerk, Accounting
Clerk, Accounts Payable
Clerk, Administrative
Clerk, Fixed Assets
Clerk, Plant Services Payroll
Clerk, Student Activity
Clerk, Transportation Payroll
Purchasing Specialist
Registrar
Secretary, Department
Secretary, Elementary Principal
Secretary, Middle School Principal
Secretary, Special Schools Principal

Job Grouping 5

Administrative Secretary
Assistant Director, Child Care
Clerk, Bid
Clerk, Data Analysis
Clerk, Funds Management
Executive Asst., Auditing
Executive Asst., Budget
Executive Asst., Central Records
Executive Asst., Employee Benefits
Executive Asst., Food & Child Nutrition
Executive Asst., GEAR UP
Executive Asst., ITCCS
Secretary, High School Principal

Job Grouping 6

Accounting Specialist
Customer Service Representative
Executive Secretary
Human Resources Specialist
Quality Assurance Assistant

Job Grouping 7

Clerk, Senior Payroll/Finance
Clerk, Senior Payroll/Human Resources
Funds Management Specialist
Position Control Specialist
Real Estate Specialist
Secretary, Senior Executive
Secretary, Superintendent

INSTRUCTIONAL ASSISTANTS

Job Grouping 1

Instructional Asst., Bilingual
Instructional Asst., Career /GO Center
*Instructional Asst., Child Dev. Spec.
Instructional Asst., P.E.
Instructional Asst., Pre K
Instructional Asst., Title I

Job Grouping 2

Instructional Asst., AEP/DAEP
Instructional Asst., Health

Job Grouping 3

*Instructional Asst., Deaf Interpreter, Non-Cert.
*Instructional Asst., Library
*Instructional Asst., Resource & Media Support
Instructional Asst., Special Ed.

Instructional Asst., Supported Employment
Personnel

Job Grouping 4

*Crisis Intervention Assistant
*Instructional Asst., Computer Lab
*Instructional Asst., Mariachi
*Mental Health Assistant

Job Grouping 5

*Licensed Vocational Nurse (LVN)

Job Grouping 6

*Instructional Asst., Deaf Interpreter, Certified
(Basic I & II)

Special Ed. Braille *

*Instructional Asst., Deaf Interpreter, Certified
Advanced (III)

*Instructional Asst., Deaf Interpreter, Certified
Master (IV,V)

*** These instructional assistants work 8 hours
per day.**

POLICE

Job Grouping 1

Telecommunicator

Job Grouping 2

Dispatch Supervisor
Police Officer
Police Officer - Detective
Police Officer - Trainer

Job Grouping 3

Police Officer - Sergeant

Job Grouping 4

Police Officer - Lieutenant

TECHNOLOGY

Job Grouping 1

Campus-Based Technical Support
Data Clerk
PEIMS Specialist

Job Grouping 2

PEIMS Specialist II

Job Grouping 3

Geographic Information Analyst
Technology Specialist, Special Education
Technology Support Specialist I
Technology Phone Technician, VOIP

Job Grouping 4

Analyst, Tech Support II
Systems Management Specialist
Technology Support Specialist II

Job Grouping 5

Facilitator - Systems Management
Facilitator - Technology Integration
Program Evaluator
Systems Administrator, Food and Child Nutrition
Technology Support Analyst III

Job Grouping 6

Executive Database Administrator
Executive Program Evaluator
Internet Analyst II
Technology Integration Coordinator
Technology Project Analyst

Job Grouping 7

Analyst, Data Quality
Analyst, Sr. Network
Analyst, Finance/HR
Programmer Analyst
Student Systems Administrator

Job Grouping 8

Coordinator - Accountability and Compliance
Coordinator - Institution and Community Based Research
Director - Data Warehousing
Director - Instructional Technology
Director - Internet, Security, and Communications
Director - Networking Systems
Director - PEIMS and Data Services
Director - Systems Integration
Director - Technology Business Services

ADMINISTRATIVE PROGRAM

Job Grouping 1

Dental Hygienist
Lead Mariachi Instructor
Occupational Therapy Assistant
Physical Therapist Assistant

Job Grouping 2

Director - Child Care Facility

Job Grouping 3

Therapist - Transition
GEAR UP - College Readiness Coach

Job Grouping 4

Administrative Assistant
Adult Ed Specialist
Athletic Trainer
Behavior Specialist
Campus Instructional Coordinator
Crisis Specialist
Governmental and Community Relations Specialist
Military Property Mgr.
School Administration Manager
Social Worker
Teacher Specialist

Job Grouping 5

Athletic Trainer - Lead
Constituent Specialist
Coordinator - After School Programs
Coordinator - Family Student Support
Counselor - All levels
Director - Army Instruction
Educational Diagnostician
Licensed Specialist School Psychologist
LSSP - Trainee
Nurse Practitioner
Occupational Therapist
Physical Therapist
Student Attendance Auditor

Job Grouping 6

Academic Dean, Middle Schools
Assistant Principal - Elementary Schools
Assistant Principal - Middle/Special Schools
Campus Instructional Support Supervisor
Coordinator - At Risk
Coordinator - Guidance
Coordinator - Instructional Support

Coordinator - Student Attendance Auditors
Facilitator - GEAR UP
Parent Education Trainer & Facilitator
Program Coordinator

Special Education Facilitator

Job Grouping 7

Area Instructional Coordinator
Assistant Athletic Director
Assistant Principal - Senior School
District Instructional Coordinator
Senior Coordinator - Accelerated Learning
Senior Coordinator - Bilingual/ESL
Senior Coordinator - Curriculum Mgmt Sys/Inst Assess
Senior Coordinator - Dyslexia, 504, SST
Senior Coordinator - Early Childhood
Senior Coordinator - ELA/Reading
Senior Coordinator - GED
Senior Coordinator - Health and PE
Senior Coordinator - Library Services
Senior Coordinator - Math
Senior Coordinator - Reading/Language Arts
Senior Coordinator - Science
Senior Coordinator - Social Studies

Job Grouping 8

Coordinator - Special Education
Director - GEAR UP
Director - Satellite Campuses
Hearing Officer
Principal - Elementary
Principal - Special School Elementary

Job Grouping 9

Principal - Elementary, Large Campus
Principal - Middle School
Principal - Special School Secondary

Job Grouping 10

Principal - Senior School

ADMINISTRATIVE MANAGEMENT

Job Grouping 1

Administrative Specialist, Purchasing
Manager, Payroll

Job Grouping 2

Administrative Assistant - Human Resources
Administrative Assistant - Parent and Community Involvement
Administrative Assistant - Risk Management
Administrative Assistant - Textbooks
Assistant Band Repairman
Budget Analyst Assistant - Federal Programs
Coordinator - Drafting/Design
Coordinator - Hazardous Materials/IAQ
Coordinator - Ins/Wage Comp
Coordinator - Migrant Services
Payroll Supervisor
Trainer Coordinator - Custodial/Grounds

Job Grouping 3

Band Repair Chief
Child Nutrition Specialist
Construction Inspector
Supervisor - Custodial
Testing Analyst

Job Grouping 4

Accountant, Plant Services
Budget Analyst - Federal Programs
Compliance Monitor
Internal Auditor
Supervisor - Food Service
Trainer/ Supv Trans
Videographer
Writer/Editor

Job Grouping 5

Assistant Chief of Police
Contract Coordinator/ Materials Management
Coordinator - Nursing
Grant Writer
Public Relations/Marketing Specialist
Senior Budget Analyst - Finance

Job Grouping 6

Assistant Director - Environmental Programs
Assistant Director - Facility Maintenance
Assistant Director - Facility Services Accounting
Assistant Director - Food Service Operations
Assistant Director - Plumbing and Heating
Assistant Director - Mechanical
Assistant Director - Purchasing
Assistant Director - Transportation
Comptroller - Accounting
Comptroller - Budget and Planning
Comptroller - Disbursements
Comptroller - Fixed Assets
Comptroller - Food Service
Comptroller - Funds Management
Comptroller - Payroll
Coordinator - Federal Programs
Coordinator - Migrant Programs
Coordinator - Student and Community Services
Senior Internal Auditor

Job Grouping 7

Chief of Police
Director - Child Nutrition, Campus Operations
Director - Child Nutrition, Quality Assurance
Director - Electrical/Mechanical Systems
Director - Grants
Director - Operations
Director - Printing Services
Specialist - Energy and Utility

Job Grouping 8

Coordinator - Organization
Development/Professional Learning
Director - Adult Community Education
Director - Internal Auditing
Director - Policies and Procedures
Director - Programmatic Assessment and Testing
Support
Director - Testing
District Facilitator - Medicaid Reimbursement
Human Resources Administrative Officer
Senior Accountant

Job Grouping 9

Director - College Readiness
Director - Employee Benefits and Risk
Management

Director - Facilities Planning/Construction
Director - Facilities Maintenance
Director - Financial Accounting
Director - Funds Management
Director - Health Services
Director - Human Resources
Director - Parenting, Community, and Business
Partnerships
Director - Payroll
Director - Planning & Budget
Director - Purchasing

Job Grouping 10

District Treasurer
Senior Director - Academic Support
Senior Director - Educational Services
Senior Director - Federal Programs
Senior Director - Head Start
Senior Director - Research and Evaluation

Job Group XX1

Executive Director I - Athletics
Executive Director I - Board Services
Executive Director I - Communications and Printing
Services
Executive Director I - Fine Arts
Executive Director I - Governmental and
Community Relations
Executive Director I - Human Resources
Executive Director I - PEIMS, Data and Systems
Design
Executive Director I - Secondary Initiatives
Executive Director I - Special Education
Executive Director I - Student Support
Executive Director I - Technology and Integration

Job Group XX2

Area Executive Director
Chief Information Officer
Executive Director II, Facilities Services
Executive Director II, Food and Child Nutrition
Services
Executive Director II, Plant Services and
Operations
Executive Director II, Transportation
Senior Executive Director, Curriculum and
Instruction
Senior Executive Director, Finance

Job Group XX3

Associate Superintendent - Facilities Services
Associate Superintendent - Human Resources
Associate Superintendent - Finance
Deputy Superintendent - Teaching and Learning