

Mt. Diablo Unified School District  
**Clerical/Secretarial/Technical**  
Salary Schedule — 2021-22 Fiscal Year (4% retroactive to July 1, 2021)\*\*

Position	Job Code	Range		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Academic Data Techn	ACADATATEC260	<b>596</b>	<b>hourly rate</b>	<b>29.53</b>	<b>31.00</b>	<b>32.55</b>	<b>34.21</b>	<b>35.91</b>	<b>37.70</b>
			annual (260 days)	61,413	64,485	67,708	71,148	74,695	78,416
Account Clerk		<b>400</b>	<b>hourly rate</b>	<b>16.23</b>	<b>17.06</b>	<b>17.92</b>	<b>18.80</b>	<b>19.74</b>	<b>20.71</b>
	ACCTCLK260		annual (260 days)	33,768	35,476	37,272	39,111	41,058	43,069
Accountant		<b>519</b>	<b>hourly rate</b>	<b>23.34</b>	<b>24.52</b>	<b>25.74</b>	<b>27.03</b>	<b>28.39</b>	<b>29.79</b>
	ACCOUNT260		annual (260 days)	48,542	51,008	53,539	56,222	59,055	61,954
Accounting Technici	ACCTTEC260	<b>525</b>	<b>hourly rate</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>	<b>27.54</b>	<b>28.90</b>	<b>30.34</b>
			annual (260 days)	49,429	51,938	54,534	57,282	60,115	63,101
Administrative Secretary		<b>491</b>	<b>hourly rate</b>	<b>21.44</b>	<b>22.50</b>	<b>23.63</b>	<b>24.80</b>	<b>26.05</b>	<b>27.36</b>
	ADMSEC1-26		annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
Administrative Secretary II		<b>507</b>	<b>hourly rate</b>	<b>22.51</b>	<b>23.63</b>	<b>24.82</b>	<b>26.05</b>	<b>27.37</b>	<b>28.72</b>
	ADMSEC2-26		annual (260 days)	46,812	49,148	51,636	54,188	56,935	59,748
Adult & Career Ed. Accountability Spec	ADACTAB260	<b>522</b>	<b>hourly rate</b>	<b>23.57</b>	<b>24.74</b>	<b>25.98</b>	<b>27.27</b>	<b>28.64</b>	<b>30.08</b>
			annual (260 days)	49,018	51,463	54,037	56,719	59,575	62,560
Adult & Career Ed. Accounting Spe	ADACTSP260	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
			annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Adult & Career Ed. Fiscal Analyst	ADFISAN260	<b>522</b>	<b>hourly rate</b>	<b>23.57</b>	<b>24.74</b>	<b>25.98</b>	<b>27.27</b>	<b>28.64</b>	<b>30.08</b>
			annual (260 days)	49,018	51,463	54,037	56,719	59,575	62,560
Adult Ed. Fiscal Specialist	ADFISSP260	<b>491</b>	<b>hourly rate</b>	<b>21.44</b>	<b>22.50</b>	<b>23.63</b>	<b>24.80</b>	<b>26.05</b>	<b>27.36</b>
			annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
Adult Ed Student Infr	AESSPEC260	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
			annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Adult School Office Manager	ADSOM260	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
			annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Attendance Secretary	ATTSEC238	<b>424</b>	<b>hourly rate</b>	<b>17.47</b>	<b>18.34</b>	<b>19.27</b>	<b>20.25</b>	<b>21.24</b>	<b>22.31</b>
			annual (238 days)	33,267	34,910	36,692	38,554	40,435	42,474
Attendance/Student Records Assisi	ATTSRA260	<b>458</b>	<b>hourly rate</b>	<b>19.39</b>	<b>20.36</b>	<b>21.38</b>	<b>22.44</b>	<b>23.57</b>	<b>24.74</b>
			annual (260 days)	40,322	42,355	44,475	46,682	49,018	51,463
Attendance/Student Records Coorc	ATTSRC260	<b>491</b>	<b>hourly rate</b>	<b>21.44</b>	<b>22.50</b>	<b>23.63</b>	<b>24.80</b>	<b>26.05</b>	<b>27.36</b>
			annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
AUTOCAD Drafter/Plan Room Tecl	AUTOCAD260	<b>558</b>	<b>hourly rate</b>	<b>26.31</b>	<b>27.62</b>	<b>28.98</b>	<b>30.45</b>	<b>31.95</b>	<b>33.56</b>
			annual (260 days)	54,729	57,455	60,288	63,338	66,454	69,806
Bilingual Testing Program Technici	BILTEST228	<b>508</b>	<b>hourly rate</b>	<b>22.59</b>	<b>23.69</b>	<b>24.90</b>	<b>26.14</b>	<b>27.45</b>	<b>28.83</b>
			annual (228 days)	41,202	43,213	45,413	47,671	50,061	52,584
Bilingual Translator/Interpreter		<b>508</b>	<b>hourly rate</b>	<b>22.59</b>	<b>23.69</b>	<b>24.90</b>	<b>26.14</b>	<b>27.45</b>	<b>28.83</b>
	BILTRAN206		annual (206 days)	37,226	39,043	41,031	43,071	45,230	47,510
	BILTRAN217		annual (217 days)	39,214	41,128	43,222	45,371	47,646	50,047
	BILTRAN228		annual (228 days)	41,202	43,213	45,413	47,671	50,061	52,584
	BILTRAN260		annual (260 days)	46,985	49,278	51,787	54,361	57,087	59,964
Buyer	BUYER260	<b>525</b>	<b>hourly rate</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>	<b>27.54</b>	<b>28.90</b>	<b>30.34</b>
			annual (260 days)	49,429	51,938	54,534	57,282	60,115	63,101
Buyer, Lead	BUYERLD260	<b>558</b>	<b>hourly rate</b>	<b>26.31</b>	<b>27.62</b>	<b>28.98</b>	<b>30.45</b>	<b>31.95</b>	<b>33.56</b>
			annual (260 days)	54,729	57,455	60,288	63,338	66,454	69,806
Career/College Advisor	CARADV217	<b>534</b>	<b>hourly rate</b>	<b>24.44</b>	<b>25.68</b>	<b>26.94</b>	<b>28.30</b>	<b>29.70</b>	<b>31.19</b>
			annual (217 days)	42,428	44,576	46,761	49,126	51,563	54,145
Child Welfare & Attendance Liaisor	CHWLF238	<b>508</b>	<b>hourly rate</b>	<b>22.59</b>	<b>23.69</b>	<b>24.90</b>	<b>26.14</b>	<b>27.45</b>	<b>28.83</b>
			annual (238 days)	43,009	45,108	47,405	49,761	52,256	54,890
Communications Clerk	COMMCLK260	<b>388</b>	<b>hourly rate</b>	<b>15.66</b>	<b>16.44</b>	<b>17.27</b>	<b>18.13</b>	<b>19.03</b>	<b>19.99</b>
			annual (260 days)	32,578	34,200	35,931	37,705	39,587	41,577
Community Liaison	COMLIA260	<b>508</b>	<b>hourly rate</b>	<b>22.59</b>	<b>23.69</b>	<b>24.90</b>	<b>26.14</b>	<b>27.45</b>	<b>28.83</b>
			annual (260 days)	46,985	49,278	51,787	54,361	57,087	59,964
Community School Coordinator	COMSCSDO	<b>468</b>	<b>hourly rate</b>	<b>19.99</b>	<b>21.00</b>	<b>22.04</b>	<b>23.12</b>	<b>24.28</b>	<b>25.50</b>
	(SDO)		annual (193 days)	30,863	32,420	34,026	35,696	37,494	39,373
	COMSC217		annual (217 days)	34,701	36,452	38,257	40,135	42,157	44,269
	COMSC238		annual (238 days)	38,059	39,979	41,960	44,019	46,237	48,554

Computer Operator	491	hourly rate	21.44	22.50	23.63	24.80	26.05	27.36
COMPOP260		annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
Copy Machine Operator	388	hourly rate	15.66	16.44	17.27	18.13	19.03	19.99
COPY206		annual (206 days)	25,812	27,097	28,468	29,874	31,365	32,942
Data Entry Clerk	433	hourly rate	17.96	18.87	19.82	20.79	21.83	22.92
DATACLK260		annual (260 days)	37,358	39,240	41,231	43,242	45,406	47,677
Elementary School Secretary	424	hourly rate	17.47	18.34	19.27	20.25	21.24	22.31
ELEMSEC228		annual (228 days)	31,869	33,443	35,151	36,934	38,736	40,690
Fiscal Analyst I	525	hourly rate	23.76	24.97	26.22	27.54	28.90	30.34
FISAN1-260		annual (260 days)	49,429	51,938	54,534	57,282	60,115	63,101
Fiscal Analyst II	558	hourly rate	26.31	27.62	28.98	30.45	31.95	33.56
FISAN2-260		annual (260 days)	54,729	57,455	60,288	63,338	66,454	69,806
Food Services Information Systems	480	hourly rate	20.73	21.77	22.85	23.99	25.20	26.47
FSINFO238		annual (238 days)	39,465	41,445	43,504	45,682	47,979	50,395
Graphic Design Specialist	491	hourly rate	21.44	22.50	23.63	24.80	26.05	27.36
GRAPHIC260		annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
High School Registrar	468	hourly rate	19.99	21.00	22.04	23.12	24.28	25.50
HSREG238		annual (238 days)	38,059	39,979	41,960	44,019	46,237	48,554
HSREG260		annual (260 days)	41,577	43,675	45,838	48,088	50,511	53,042
High School Treasurer	468	hourly rate	19.99	21.00	22.04	23.12	24.28	25.50
HSTREAS238		annual (238 days)	38,059	39,979	41,960	44,019	46,237	48,554
Human Resources Assistant	477	hourly rate	20.56	21.56	22.66	23.76	24.97	26.22
HRAST260		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Human Resources Assistant II	508	hourly rate	22.59	23.69	24.90	26.14	27.45	28.83
HRAST2-260		annual (260 days)	46,985	49,278	51,787	54,361	57,087	59,964
Human Resources Technician	522	hourly rate	23.57	24.74	25.98	27.27	28.64	30.08
HRTECH260		annual (260 days)	49,018	51,463	54,037	56,719	59,575	62,560
Instructional Media Assistant I	400	hourly rate	16.23	17.06	17.92	18.80	19.74	20.71
IMA1-238		annual (238 days)	30,910	32,475	34,118	35,801	37,583	39,425
Instructional Media Assistant II	424	hourly rate	17.47	18.34	19.27	20.25	21.24	22.31
IMA2-238		annual (238 days)	33,267	34,910	36,692	38,554	40,435	42,474
Instructional Media Assistant - War	424	hourly rate	17.47	18.34	19.27	20.25	21.24	22.31
IMAWHS260		annual (260 days)	36,342	38,137	40,084	42,118	44,173	46,401
Intermediate Account Clerk	424	hourly rate	17.47	18.34	19.27	20.25	21.24	22.31
INTACLK260		annual (260 days)	36,342	38,137	40,084	42,118	44,173	46,401
Intermediate Typist Clerk	388	hourly rate	15.66	16.44	17.27	18.13	19.03	19.99
INTYP206		annual (206 days)	25,812	27,097	28,468	29,874	31,365	32,942
INTYP217		annual (217 days)	27,190	28,544	29,988	31,469	33,040	34,701
INTYP228		annual (228 days)	28,568	29,991	31,509	33,064	34,714	36,460
INTYP260		annual (260 days)	32,578	34,200	35,931	37,705	39,587	41,577
Mail Clerk	388	hourly rate	15.66	16.44	17.27	18.13	19.03	19.99
MAIL228		annual (228 days)	28,568	29,991	31,509	33,064	34,714	36,460
MAIL238		annual (238 days)	29,821	31,306	32,890	34,514	36,237	38,059
MAIL260		annual (260 days)	32,578	34,200	35,931	37,705	39,587	41,577
Mail Clerk/Courier	404	hourly rate	16.46	17.27	18.15	19.04	20.00	20.99
COUR260		annual (260 days)	34,243	35,931	37,748	39,608	41,598	43,653
Media Services Assistant I	433	hourly rate	17.96	18.87	19.82	20.79	21.83	22.92
MEDIA1-260		annual (260 days)	37,358	39,240	41,231	43,242	45,406	47,677
Media Services Assistant II	439	hourly rate	18.29	19.22	20.19	21.17	22.25	23.34
MEDIA2-260		annual (260 days)	38,051	39,976	41,988	44,043	46,271	48,542
NSHS Clerical Support	468	hourly rate	19.99	21.00	22.04	23.12	24.28	25.50
NSHCLER217		annual (217 days)	34,701	36,452	38,257	40,135	42,157	44,269
Payroll Analyst	596	hourly rate	29.53	31.00	32.55	34.21	35.91	37.70
PAYAN260		annual (260 days)	61,413	64,485	67,708	71,148	74,695	78,416
Phototypesetter	457	hourly rate	19.32	20.29	21.31	22.37	23.50	24.67
PHOTOTY260		annual (260 days)	40,192	42,204	44,324	46,530	48,888	51,311
Principal Clerk	444	hourly rate	18.58	19.50	20.47	21.51	22.59	23.69
PRINCLK260		annual (260 days)	38,656	40,560	42,572	44,735	46,985	49,278
Principal School Office Manager	477	hourly rate	20.56	21.56	22.66	23.76	24.97	26.22
PRSOM228		annual (228 days)	37,503	39,324	41,335	43,346	45,546	47,822
PRSOM238		annual (238 days)	39,148	41,049	43,148	45,247	47,544	49,920
PRSOM260		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534

Print Computer/Equipment Oper	<b>491</b>	<b>hourly rate</b>	<b>21.44</b>	<b>22.50</b>	<b>23.63</b>	<b>24.80</b>	<b>26.05</b>	<b>27.36</b>
PRINTCO260		annual (260 days)	44,605	46,790	49,148	51,592	54,188	56,914
Print Shop Equipment Operator	<b>458</b>	<b>hourly rate</b>	<b>19.39</b>	<b>20.36</b>	<b>21.38</b>	<b>22.44</b>	<b>23.57</b>	<b>24.74</b>
PRINTOP260		annual (260 days)	40,322	42,355	44,475	46,682	49,018	51,463
Print Shop Finisher	<b>388</b>	<b>hourly rate</b>	<b>15.66</b>	<b>16.44</b>	<b>17.27</b>	<b>18.13</b>	<b>19.03</b>	<b>19.99</b>
PRINTFI260		annual (260 days)	32,578	34,200	35,931	37,705	39,587	41,577
Program Analyst	<b>596</b>	<b>hourly rate</b>	<b>29.53</b>	<b>31.00</b>	<b>32.55</b>	<b>34.21</b>	<b>35.91</b>	<b>37.70</b>
PROGAN260		annual (260 days)	61,413	64,485	67,708	71,148	74,695	78,416
Programmer Analyst	<b>596</b>	<b>hourly rate</b>	<b>29.53</b>	<b>31.00</b>	<b>32.55</b>	<b>34.21</b>	<b>35.91</b>	<b>37.70</b>
PGMRAN260		annual (260 days)	61,413	64,485	67,708	71,148	74,695	78,416
Purchasing Specialist	<b>522</b>	<b>hourly rate</b>	<b>23.57</b>	<b>24.74</b>	<b>25.98</b>	<b>27.27</b>	<b>28.64</b>	<b>30.08</b>
PURCHSPEC		annual (260 days)	49,018	51,463	54,037	56,719	59,575	62,560
School Office Manager	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
SOM217		annual (217 days)	35,694	37,427	39,341	41,254	43,349	45,515
SOM228		annual (228 days)	37,503	39,324	41,335	43,346	45,546	47,822
SOM238		annual (238 days)	39,148	41,049	43,148	45,247	47,544	49,920
SOM260		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Secretary	<b>424</b>	<b>hourly rate</b>	<b>17.47</b>	<b>18.34</b>	<b>19.27</b>	<b>20.25</b>	<b>21.24</b>	<b>22.31</b>
SECTY217		annual (217 days)	30,331	31,830	33,455	35,152	36,867	38,727
SECTY228		annual (228 days)	31,869	33,443	35,151	36,934	38,736	40,690
SECTY260		annual (260 days)	36,342	38,137	40,084	42,118	44,173	46,401
Security Operations Dispatcher/Cle	<b>424</b>	<b>hourly rate</b>	<b>17.47</b>	<b>18.34</b>	<b>19.27</b>	<b>20.25</b>	<b>21.24</b>	<b>22.31</b>
SECDISP260		annual (260 days)	36,342	38,137	40,084	42,118	44,173	46,401
Senior Account Clerk	<b>448</b>	<b>hourly rate</b>	<b>18.80</b>	<b>19.74</b>	<b>20.73</b>	<b>21.77</b>	<b>22.85</b>	<b>23.99</b>
SRACLK260		annual (260 days)	39,111	41,058	43,113	45,276	47,526	49,905
Senior Account Clerk EPSDT Medi	<b>448</b>	<b>hourly rate</b>	<b>18.80</b>	<b>19.74</b>	<b>20.73</b>	<b>21.77</b>	<b>22.85</b>	<b>23.99</b>
SRACLK260		annual (260 days)	39,111	41,058	43,113	45,276	47,526	49,905
Senior Account Specialist EPSDT M	<b>468</b>	<b>hourly rate</b>	<b>19.99</b>	<b>21.00</b>	<b>22.04</b>	<b>23.12</b>	<b>24.28</b>	<b>25.50</b>
SRACSM238		annual (238 days)	38,059	39,979	41,960	44,019	46,237	48,554
SRACSM260		annual (260 days)	41,577	43,675	45,838	48,088	50,511	53,042
Senior School Office Manager	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
SRSOM260		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Senior Secretary	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
SRSEC206		annual (206 days)	33,884	35,530	37,346	39,163	41,151	43,208
SRSEC238		annual (238 days)	39,148	41,049	43,148	45,247	47,544	49,920
SRSEC260		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Senior Secretary Alt/Small School	<b>477</b>	<b>hourly rate</b>	<b>20.56</b>	<b>21.56</b>	<b>22.66</b>	<b>23.76</b>	<b>24.97</b>	<b>26.22</b>
SRSEC228AS		annual (228 days)	37,503	39,324	41,335	43,346	45,546	47,822
SRSEC260AS		annual (260 days)	42,766	44,843	47,136	49,429	51,938	54,534
Senior Typist Clerk	<b>424</b>	<b>hourly rate</b>	<b>17.47</b>	<b>18.34</b>	<b>19.27</b>	<b>20.25</b>	<b>21.24</b>	<b>22.31</b>
SRTYP228		annual (228 days)	31,869	33,443	35,151	36,934	38,736	40,690
SRTYP238		annual (238 days)	33,267	34,910	36,692	38,554	40,435	42,474
SRTYP260		annual (260 days)	36,342	38,137	40,084	42,118	44,173	46,401
Special Ed. Student Records Assis	<b>458</b>	<b>hourly rate</b>	<b>19.39</b>	<b>20.36</b>	<b>21.38</b>	<b>22.44</b>	<b>23.57</b>	<b>24.74</b>
SPEDSRA260		annual (260 days)	40,322	42,355	44,475	46,682	49,018	51,463
SPED Student Info Sys Spec	<b>507</b>	<b>hourly rate</b>	<b>22.51</b>	<b>23.63</b>	<b>24.82</b>	<b>26.05</b>	<b>27.37</b>	<b>28.72</b>
SPSTUISS		annual (260 days)	46,812	49,148	51,636	54,188	56,935	59,748
Student Records Technician	<b>507</b>	<b>hourly rate</b>	<b>22.51</b>	<b>23.63</b>	<b>24.82</b>	<b>26.05</b>	<b>27.37</b>	<b>28.72</b>
STRECTECH		annual (260 days)	46,812	49,148	51,636	54,188	56,935	59,748
Student Resource Technician	<b>424</b>	<b>hourly rate</b>	<b>17.47</b>	<b>18.34</b>	<b>19.27</b>	<b>20.25</b>	<b>21.24</b>	<b>22.31</b>
STRES228		annual (228 days)	31,869	33,443	35,151	36,934	38,736	40,690
Switchboard Operator Receptionist	<b>388</b>	<b>hourly rate</b>	<b>15.66</b>	<b>16.44</b>	<b>17.27</b>	<b>18.13</b>	<b>19.03</b>	<b>19.99</b>
SWBRD260		annual (260 days)	32,578	34,200	35,931	37,705	39,587	41,577
Test Program Associate	<b>558</b>	<b>hourly rate</b>	<b>26.31</b>	<b>27.62</b>	<b>28.98</b>	<b>30.45</b>	<b>31.95</b>	<b>33.56</b>
TESTASO260		annual (260 days)	54,729	57,455	60,288	63,338	66,454	69,806
Textbook & Instructional Material C	<b>558</b>	<b>hourly rate</b>	<b>26.31</b>	<b>27.62</b>	<b>28.98</b>	<b>30.45</b>	<b>31.95</b>	<b>33.56</b>
TXTCOR238		annual (238 days)	50,098	52,593	55,187	57,979	60,831	63,900
Typist Clerk	<b>356</b>	<b>hourly rate</b>	<b>14.21</b>	<b>14.92</b>	<b>15.66</b>	<b>16.44</b>	<b>17.27</b>	<b>18.14</b>
TYPCLK206		annual (206 days)	23,412	24,595	25,812	27,097	28,468	29,891
Workers' Compensation Liaison	<b>558</b>	<b>hourly rate</b>	<b>26.31</b>	<b>27.62</b>	<b>28.98</b>	<b>30.45</b>	<b>31.95</b>	<b>33.56</b>
WCPLIA260		annual (260 days)	54,729	57,455	60,288	63,338	66,454	69,806

Longevity plan provides for additional 3.5% at 10 years, and 3.5% each 4 years thereafter.

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.

Annual amounts, above, are based on 1.0 FTE, and a full year at the increased rate.

\*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.

\*\*As of January 1, 2022, no CST employee made less than \$15 per hour due to California minimum wage increase