

Mt. Diablo Unified School District
Clerical/Secretarial/Technical
Salary Schedule — 2022-23 Fiscal Year (4%)**

Position	Job Code	Range		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Academic Data Techn	ACADATATEC260	596	hourly rate	30.71	32.24	33.85	35.57	37.35	39.21
			annual (260 days)	63,870	67,064	70,416	73,994	77,683	81,553
Account Clerk		400	hourly rate	16.88	17.74	18.64	19.56	20.53	21.53
	ACCTCLK260		annual (260 days)	35,118	36,896	38,763	40,675	42,700	44,792
Accountant		519	hourly rate	24.27	25.50	26.77	28.11	29.53	30.98
	ACCOUNT260		annual (260 days)	50,484	53,049	55,681	58,470	61,418	64,432
Accounting Technici	ACCTTEC260	525	hourly rate	24.71	25.97	27.27	28.64	30.06	31.55
			annual (260 days)	51,406	54,016	56,716	59,573	62,520	65,625
Administrative Secretary		491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
	ADMSEC1-26		annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
Administrative Secretary II		507	hourly rate	23.41	24.57	25.82	27.09	28.47	29.87
	ADMSEC2-26		annual (260 days)	48,684	51,114	53,701	56,356	59,213	62,137
Adult & Career Ed. Accountability Spec	ADACTAB260	522	hourly rate	24.51	25.73	27.02	28.36	29.79	31.28
			annual (260 days)	50,979	53,521	56,198	58,988	61,958	65,062
Adult & Career Ed. Accounting Spe	ADACTSP260	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
			annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Adult & Career Ed. Fiscal Analyst	ADFISAN260	522	hourly rate	24.51	25.73	27.02	28.36	29.79	31.28
			annual (260 days)	50,979	53,521	56,198	58,988	61,958	65,062
Adult Ed. Fiscal Specialist	ADFISSP260	491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
			annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
Adult Ed Student Infr	AESSPEC260	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
			annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Adult School Office Manager	ADSOM260	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
			annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Attendance Secretary	ATTSEC238	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
			annual (238 days)	34,597	36,307	38,160	40,096	42,052	44,173
Attendance/Student Records Assisi	ATTSRA260	458	hourly rate	20.16	21.18	22.24	23.34	24.51	25.73
			annual (260 days)	41,935	44,050	46,254	48,549	50,979	53,521
Attendance/Student Records Coorc	ATTSRC260	491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
			annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
AUTOCAD Drafter/Plan Room Tecl	AUTOCAD260	558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
			annual (260 days)	56,918	59,753	62,700	65,872	69,112	72,599
Bilingual Testing Program Technici	BILTEST228	508	hourly rate	23.49	24.64	25.89	27.18	28.54	29.98
			annual (228 days)	42,850	44,941	47,230	49,577	52,063	54,687
Bilingual Translator/Interpreter		508	hourly rate	23.49	24.64	25.89	27.18	28.54	29.98
	BILTRAN206		annual (206 days)	38,715	40,605	42,672	44,794	47,040	49,410
	BILTRAN217		annual (217 days)	40,783	42,773	44,951	47,186	49,551	52,049
	BILTRAN228		annual (228 days)	42,850	44,941	47,230	49,577	52,063	54,687
	BILTRAN260		annual (260 days)	48,864	51,249	53,858	56,536	59,370	62,362
Buyer		525	hourly rate	24.71	25.97	27.27	28.64	30.06	31.55
	BUYER260		annual (260 days)	51,406	54,016	56,716	59,573	62,520	65,625
Buyer, Lead		558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
	BUYERLD260		annual (260 days)	56,918	59,753	62,700	65,872	69,112	72,599
Career/College Advisor	CARADV217	534	hourly rate	25.42	26.70	28.01	29.43	30.89	32.44
			annual (217 days)	44,125	46,359	48,631	51,091	53,626	56,311
Child Welfare & Attendance Liaisor	CHWLF238	508	hourly rate	23.49	24.64	25.89	27.18	28.54	29.98
			annual (238 days)	44,729	46,912	49,301	51,752	54,347	57,086
Communications Clerk	COMMCLK260	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
			annual (260 days)	33,881	35,568	37,368	39,213	41,170	43,240
Community Liaison	COMLIA260	508	hourly rate	23.49	24.64	25.89	27.18	28.54	29.98
			annual (260 days)	48,864	51,249	53,858	56,536	59,370	62,362
Community School Coordinator	COMSCSDO	468	hourly rate	20.79	21.84	22.92	24.04	25.26	26.52
	(SDO)		annual (193 days)	32,097	33,717	35,387	37,124	38,994	40,948
	COMSC217		annual (217 days)	36,089	37,910	39,788	41,740	43,843	46,040
	COMSC238		annual (238 days)	39,581	41,579	43,638	45,780	48,086	50,496

Computer Operator	491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
COMPOP260		annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
Copy Machine Operator	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
COPY206		annual (206 days)	26,844	28,181	29,607	31,069	32,619	34,259
Data Entry Clerk	433	hourly rate	18.68	19.62	20.62	21.62	22.70	23.84
DATACLK260		annual (260 days)	38,853	40,810	42,880	44,972	47,222	49,584
Elementary School Secretary	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
ELEMSEC228		annual (228 days)	33,144	34,781	36,557	38,411	40,285	42,317
Fiscal Analyst I	525	hourly rate	24.71	25.97	27.27	28.64	30.06	31.55
FISAN1-260		annual (260 days)	51,406	54,016	56,716	59,573	62,520	65,625
Fiscal Analyst II	558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
FISAN2-260		annual (260 days)	56,918	59,753	62,700	65,872	69,112	72,599
Food Services Information Systems	480	hourly rate	21.56	22.64	23.76	24.95	26.21	27.53
FSINFO238		annual (238 days)	41,043	43,103	45,244	47,510	49,898	52,411
Graphic Design Specialist	491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
GRAPHIC260		annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
High School Registrar	468	hourly rate	20.79	21.84	22.92	24.04	25.26	26.52
HSREG238		annual (238 days)	39,581	41,579	43,638	45,780	48,086	50,496
HSREG260		annual (260 days)	43,240	45,422	47,672	50,011	52,531	55,163
High School Treasurer	468	hourly rate	20.79	21.84	22.92	24.04	25.26	26.52
HSTREAS238		annual (238 days)	39,581	41,579	43,638	45,780	48,086	50,496
Human Resources Assistant	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
HRAST260		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Human Resources Assistant II	508	hourly rate	23.49	24.64	25.89	27.18	28.54	29.98
HRAST2-260		annual (260 days)	48,864	51,249	53,858	56,536	59,370	62,362
Human Resources Technician	522	hourly rate	24.51	25.73	27.02	28.36	29.79	31.28
HRTECH260		annual (260 days)	50,979	53,521	56,198	58,988	61,958	65,062
Instructional Media Assistant I	400	hourly rate	16.88	17.74	18.64	19.56	20.53	21.53
IMA1-238		annual (238 days)	32,147	33,774	35,483	37,233	39,087	41,002
Instructional Media Assistant II	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
IMA2-238		annual (238 days)	34,597	36,307	38,160	40,096	42,052	44,173
Instructional Media Assistant - War	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
IMAWHS260		annual (260 days)	37,795	39,663	41,687	43,802	45,939	48,257
Intermediate Account Clerk	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
INTACLK260		annual (260 days)	37,795	39,663	41,687	43,802	45,939	48,257
Intermediate Typist Clerk	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
INTYP206		annual (206 days)	26,844	28,181	29,607	31,069	32,619	34,259
INTYP217		annual (217 days)	28,278	29,686	31,188	32,728	34,361	36,089
INTYP228		annual (228 days)	29,711	31,191	32,769	34,387	36,103	37,918
INTYP260		annual (260 days)	33,881	35,568	37,368	39,213	41,170	43,240
Mail Clerk	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
MAIL228		annual (228 days)	29,711	31,191	32,769	34,387	36,103	37,918
MAIL238		annual (238 days)	31,014	32,559	34,206	35,895	37,686	39,581
MAIL260		annual (260 days)	33,881	35,568	37,368	39,213	41,170	43,240
Mail Clerk/Courier	404	hourly rate	17.12	17.97	18.87	19.80	20.80	21.83
COUR260		annual (260 days)	35,613	37,368	39,258	41,193	43,262	45,400
Media Services Assistant I	433	hourly rate	18.68	19.62	20.62	21.62	22.70	23.84
MEDIA1-260		annual (260 days)	38,853	40,810	42,880	44,972	47,222	49,584
Media Services Assistant II	439	hourly rate	19.03	19.99	20.99	22.02	23.14	24.27
MEDIA2-260		annual (260 days)	39,573	41,575	43,667	45,804	48,122	50,484
NSHS Clerical Support	468	hourly rate	20.79	21.84	22.92	24.04	25.26	26.52
NSHCLER217		annual (217 days)	36,089	37,910	39,788	41,740	43,843	46,040
Payroll Analyst	596	hourly rate	30.71	32.24	33.85	35.57	37.35	39.21
PAYAN260		annual (260 days)	63,870	67,064	70,416	73,994	77,683	81,553
Phototypesetter	457	hourly rate	20.10	21.10	22.16	23.27	24.44	25.66
PHOTOTY260		annual (260 days)	41,800	43,892	46,097	48,392	50,844	53,364
Principal Clerk	444	hourly rate	19.33	20.28	21.29	22.37	23.49	24.64
PRINCLK260		annual (260 days)	40,203	42,182	44,275	46,524	48,864	51,249
Principal School Office Manager	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
PRSOM228		annual (228 days)	39,003	40,897	42,988	45,079	47,368	49,735
PRSOM238		annual (238 days)	40,714	42,691	44,874	47,057	49,445	51,917
PRSOM260		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716

Print Computer/Equipment Oper	491	hourly rate	22.30	23.40	24.57	25.80	27.09	28.46
PRINTCO260		annual (260 days)	46,389	48,662	51,114	53,656	56,356	59,190
Print Shop Equipment Operator	458	hourly rate	20.16	21.18	22.24	23.34	24.51	25.73
PRINTOP260		annual (260 days)	41,935	44,050	46,254	48,549	50,979	53,521
Print Shop Finisher	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
PRINTFI260		annual (260 days)	33,881	35,568	37,368	39,213	41,170	43,240
Program Analyst	596	hourly rate	30.71	32.24	33.85	35.57	37.35	39.21
PROGAN260		annual (260 days)	63,870	67,064	70,416	73,994	77,683	81,553
Programmer Analyst	596	hourly rate	30.71	32.24	33.85	35.57	37.35	39.21
PGMRAN260		annual (260 days)	63,870	67,064	70,416	73,994	77,683	81,553
Purchasing Specialist	522	hourly rate	24.51	25.73	27.02	28.36	29.79	31.28
PURCHSPEC		annual (260 days)	50,979	53,521	56,198	58,988	61,958	65,062
School Office Manager	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
SOM217		annual (217 days)	37,121	38,924	40,914	42,904	45,083	47,336
SOM228		annual (228 days)	39,003	40,897	42,988	45,079	47,368	49,735
SOM238		annual (238 days)	40,714	42,691	44,874	47,057	49,445	51,917
SOM260		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Secretary	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
SECTY217		annual (217 days)	31,545	33,103	34,793	36,558	38,342	40,276
SECTY228		annual (228 days)	33,144	34,781	36,557	38,411	40,285	42,317
SECTY260		annual (260 days)	37,795	39,663	41,687	43,802	45,939	48,257
Security Operations Dispatcher/Cle	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
SECDISP260		annual (260 days)	37,795	39,663	41,687	43,802	45,939	48,257
Senior Account Clerk	448	hourly rate	19.56	20.53	21.56	22.64	23.76	24.95
SRACLK260		annual (260 days)	40,675	42,700	44,837	47,087	49,427	51,901
Senior Account Clerk EPSDT Medi	448	hourly rate	19.56	20.53	21.56	22.64	23.76	24.95
SRACLK260		annual (260 days)	40,675	42,700	44,837	47,087	49,427	51,901
Senior Account Specialist EPSDT M	468	hourly rate	20.79	21.84	22.92	24.04	25.26	26.52
SRACSM238		annual (238 days)	39,581	41,579	43,638	45,780	48,086	50,496
SRACSM260		annual (260 days)	43,240	45,422	47,672	50,011	52,531	55,163
Senior School Office Manager	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
SRSOM260		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Senior Secretary	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
SRSEC206		annual (206 days)	35,240	36,951	38,840	40,730	42,797	44,936
SRSEC238		annual (238 days)	40,714	42,691	44,874	47,057	49,445	51,917
SRSEC260		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Senior Secretary Alt/Small School	477	hourly rate	21.38	22.42	23.57	24.71	25.97	27.27
SRSEC228AS		annual (228 days)	39,003	40,897	42,988	45,079	47,368	49,735
SRSEC260AS		annual (260 days)	44,477	46,637	49,022	51,406	54,016	56,716
Senior Typist Clerk	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
SRTYP228		annual (228 days)	33,144	34,781	36,557	38,411	40,285	42,317
SRTYP238		annual (238 days)	34,597	36,307	38,160	40,096	42,052	44,173
SRTYP260		annual (260 days)	37,795	39,663	41,687	43,802	45,939	48,257
Special Ed. Student Records Assis	458	hourly rate	20.16	21.18	22.24	23.34	24.51	25.73
SPEDSRA260		annual (260 days)	41,935	44,050	46,254	48,549	50,979	53,521
SPED Student Info Sys Spec	507	hourly rate	23.41	24.57	25.82	27.09	28.47	29.87
SPSTUISS		annual (260 days)	48,684	51,114	53,701	56,356	59,213	62,137
Student Records Technician	507	hourly rate	23.41	24.57	25.82	27.09	28.47	29.87
STRECTECH		annual (260 days)	48,684	51,114	53,701	56,356	59,213	62,137
Student Resource Technician	424	hourly rate	18.17	19.07	20.04	21.06	22.09	23.20
STRES228		annual (228 days)	33,144	34,781	36,557	38,411	40,285	42,317
Switchboard Operator Receptionist	388	hourly rate	16.29	17.10	17.97	18.85	19.79	20.79
SWBRD260		annual (260 days)	33,881	35,568	37,368	39,213	41,170	43,240
Test Program Associate	558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
TESTASO260		annual (260 days)	56,918	59,753	62,700	65,872	69,112	72,599
Textbook & Instructional Material C	558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
TXTCOR238		annual (238 days)	52,102	54,697	57,395	60,298	63,264	66,456
Typist Clerk	356	hourly rate	14.77	15.52	16.29	17.10	17.97	18.86
TYPCLK206		annual (206 days)	24,349	25,579	26,844	28,181	29,607	31,086
Workers' Compensation Liaison	558	hourly rate	27.36	28.73	30.14	31.67	33.23	34.90
WCPLIA260		annual (260 days)	56,918	59,753	62,700	65,872	69,112	72,599

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
Board Approval Expected 6-22-22

