

## Classification and Pay Plan

Effective July 1, 2016

(Start of Pay Period in which the first day of the fiscal year begins)

Range	OC		Classification	Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
S39	Crafts/Kindred	Non-Exempt	Housing Construction Specialist	Hrly. Rate	32.62	34.25	35.97	36.86	37.78	38.73	39.71
				BiWk. Equiv.	2,609.60	2,740.00	2,877.60	2,948.80	3,022.40	3,098.40	3,176.80
				Ann. Equiv.	67,849.60	71,240.00	74,817.60	76,668.80	78,582.40	80,558.40	82,596.80
S34	Technical	Exempt	Loan Servicing Specialist	Hrly. Rate	25.57	26.85	28.19	28.89	29.61	30.36	31.13
				BiWk. Equiv.	2,045.60	2,148.00	2,255.20	2,311.20	2,368.80	2,428.80	2,490.40
				Ann. Equiv.	53,185.60	55,848.00	58,635.20	60,091.20	61,588.80	63,148.80	64,750.40
S33	Technical	Non-Exempt	Housing Inspector	Hrly. Rate	24.35	25.56	26.84	27.51	28.20	28.90	29.62
				BiWk. Equiv.	1,948.00	2,044.80	2,147.20	2,200.80	2,256.00	2,312.00	2,369.60
				Ann. Equiv.	50,648.00	53,164.80	55,827.20	57,220.80	58,656.00	60,112.00	61,609.60
S32	Technical Technical	Non-Exempt Non-Exempt	Loan Underwriting Specialist Senior Housing Assistant	Hrly. Rate	23.21	24.37	25.59	26.23	26.88	27.55	28.24
				BiWk. Equiv.	1,856.80	1,949.60	2,047.20	2,098.40	2,150.40	2,204.00	2,259.20
				Ann. Equiv.	48,276.80	50,689.60	53,227.20	54,558.40	55,910.40	57,304.00	58,739.20
S31	Clerical/Admin	Non-Exempt	Senior Accounting Technician	Hrly. Rate	22.11	23.22	24.38	24.99	25.62	26.25	26.90
				BiWk. Equiv.	1,768.80	1,857.60	1,950.40	1,999.20	2,049.60	2,100.00	2,152.00
				Ann. Equiv.	45,988.80	48,297.60	50,710.40	51,979.20	53,289.60	54,600.00	55,952.00
S30	Technical Clerical/Admin	Non-Exempt Non-Exempt	Housing Assistant Information Technology Technician	Hrly. Rate	21.04	22.07	23.19	23.76	24.36	24.97	25.60
				BiWk. Equiv.	1,683.20	1,765.60	1,855.20	1,900.80	1,948.80	1,997.60	2,048.00
				Ann. Equiv.	43,763.20	45,905.60	48,235.20	49,420.80	50,668.80	51,937.60	53,248.00
S29	Clerical/Admin	Non-Exempt	Administrative Assistant	Hrly. Rate	20.02	21.04	22.07	22.64	23.21	23.78	24.38
				BiWk. Equiv.	1,601.60	1,683.20	1,765.60	1,811.20	1,856.80	1,902.40	1,950.40
				Ann. Equiv.	41,641.60	43,763.20	45,905.60	47,091.20	48,276.80	49,462.40	50,710.40
S28	Clerical/Admin	Non-Exempt	Accounting Technician	Hrly. Rate	19.08	20.02	21.04	21.56	22.09	22.65	23.22
				BiWk. Equiv.	1,526.40	1,601.60	1,683.20	1,724.80	1,767.20	1,812.00	1,857.60
				Ann. Equiv.	39,686.40	41,641.60	43,763.20	44,844.80	45,947.20	47,112.00	48,297.60

**FY17 BUDGET**  
**San Diego Housing Commission**

**Attachment B**

Z27	Crafts/Kindred	Non-Exempt	Maintenance Technician	Hrly. Rate	19.06	20.00	21.02	21.54	22.07	22.63	23.20
				BiWk. Equiv.	1,524.80	1,600.00	1,681.60	1,723.20	1,765.60	1,810.40	1,856.00
				Ann. Equiv.	39,644.80	41,600.00	43,721.60	44,803.20	45,905.60	47,070.40	48,256.00
S27	Crafts/Kindred	Non-Exempt	Maintenance Technician	Hrly. Rate	18.19	19.09	20.04	20.55	21.07	21.60	22.13
				BiWk. Equiv.	1,455.20	1,527.20	1,603.20	1,644.00	1,685.60	1,728.00	1,770.40
				Ann. Equiv.	37,835.20	39,707.20	41,683.20	42,744.00	43,825.60	44,928.00	46,030.40
S26	Clerical/Admin	Non-Exempt	Office Specialist	Hrly. Rate	17.30	18.17	19.10	19.55	19.94	20.54	21.06
				BiWk. Equiv.	1,384.00	1,453.60	1,528.00	1,564.00	1,595.20	1,643.20	1,684.80
				Ann. Equiv.	35,984.00	37,793.60	39,728.00	40,664.00	41,475.20	42,723.20	43,804.80
S24	Clerical/Admin	Non-Exempt	Client Services Representative	Hrly. Rate	15.69	16.47	17.30	17.73	18.17	18.62	19.09
				BiWk. Equiv.	1,255.20	1,317.60	1,384.00	1,418.40	1,453.60	1,489.60	1,527.20
				Ann. Equiv.	32,635.20	34,257.60	35,984.00	36,878.40	37,793.60	38,729.60	39,707.20
S20	Crafts/Kindred	Non-Exempt	Site Cleaner	Hrly. Rate	12.00	12.61	13.24	13.57	13.91	14.26	14.62
				BiWk. Equiv.	960.00	1,008.80	1,059.20	1,085.60	1,112.80	1,140.80	1,169.60
				Ann. Equiv.	24,960.00	26,228.80	27,539.20	28,225.60	28,932.80	29,660.80	30,409.60

**MISCELLANEOUS TEMPORARY CLASSIFICATIONS & HOURLY PAY RATES**

Range	OC		OT/BU	Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
TSI	Clerical/Admin	Non-Exempt	Non-Union	Student Intern (Paid)	15.00						
THA	O	Non-Exempt	Non-Union	Housing Services Aide	\$200 / MO						

*Pay for the following classifications are based on HUD minimum wage requirements, or temporary and limited scope of duties, and/or specific terms and conditions of appointment:*

**Maintenance Technician Trainee:** On the job training program for residents or Section 8 Program participants to qualify for Maintenance Technician I (or similar employment).

**Contract Employee:** Employment by contract agreement for professional services external to the merit process, budget, and classification and pay plan for specific scope of work and duration, and without employment rights or benefits other than those required by law or under terms of the contract.

**Restricted Employee:** Appointment to a Special Housing/Employment Program with requirements other than merit under which employees are selected and funded by State, Federal, or local agency; or to provide on the job training to public housing residents and Section 8 participants to enhance economic development and self-sufficiency on a short term, on-call, or seasonal basis.

**Site Contacts:** Residents paid in accordance with HUD pay limitations as on-site residential contacts.

**OC = Occupational Category:**

- A - Manager/Administrator
- B - Professional
- C - Clerical/Admin Support
- D - Crafts/Kindred
- P - Paraprofessional
- T - Technical

**OT = Overtime Designation:**

- Pre - Premium Overtime Compensation
- Ex - Exempt from Overtime Compensation

**BU = Bargaining Unit Designation:**

- M – Management or Confidential (nonunion – represented)
- S – Supervisory (nonunion – represented)
- A - Administrative/Professional (nonunion - represented)
- O - Office/Clerical/Technical (union - represented)
- T - Temporary Employee (nonunion - represented)

**Notes**

**M Schedule** Salary ranges on Management (M) Schedule derived by adding the percent increase to each hourly minimum and maximum of the range.

**S Schedule** Salary steps on Staff (S) Schedule derived by adding the percent increase to each hourly step. Annual salary equivalent is derived from hourly rate multiplied by 2,080 (number of work hours in a year). Biweekly rate is derived from annual salary divided by 26 paychecks. Amounts subject to rounding.

**FY17 BUDGET**

**San Diego Housing Commission**

**Z Range**

**Attachment B**

Incumbents in the Maintenance Technician classification as of September 30, 1998 shall be paid according to the Z range for the classification. Z range is defined as a special range for incumbents effective January 1, 1999 pursuant to negotiated Memorandum of Understanding. After September 30, 1998 newly hired or appointed incumbents to those classes will be paid according to the S range.

**Trainee**

A "Trainee" designation is paid at a rate of 15% below the entry level classification and advanced to Step 1 of the targeted classification upon meeting minimum requirements.

**Reinstatement**

The re-hire of an employee to a class satisfactorily held or to a comparable or lower class in which satisfactory service was rendered or to any comparable or lower class in the same occupational series provided the minimum requirements are met and the request is within one year of separation or voluntary demotion.

**Retired Returnee**

An employee retired from the SDHC Defined Contribution Pension Plan may be appointed to a position at the same or comparable level of pay, requiring special skills or knowledge without competition, for a period not to exceed 180 days in any fiscal year.

**Volunteer**

An individual designated to perform specific workplace tasks on a non-paid status.

**Minimum Wage**

Hourly rates will be adjusted to meet Federal Minimum Wage requirements as minimum wage rates changes.

**Classification and Pay Plan Updates**

Classification titles, new classes, and salary ranges may be updated pursuant to Personnel Policies and adopted Budget.