

**ATTACHMENT A**

**Adjust base wage of the following classifications as indicated below:**

Classification Title: <b>Office Assistant I</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.850	\$16.722	\$17.642	\$18.612	\$19.635	\$20.617	\$21.648	80E01	18	OC	8810	J	N
\$1,268.01	\$1,337.75	\$1,411.32	\$1,488.94	\$1,570.83	\$1,649.37	\$1,731.84						
\$2,747	\$2,898	\$3,058	\$3,226	\$3,403	\$3,574	\$3,752						

\*provided for information purposes only

Classification Title: <b>Office Assistant II</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$18.496	\$19.513	\$20.586	\$21.718	\$22.912	\$24.058	\$25.261	80E21	18	OC	8810	J	N
\$1,479.64	\$1,561.02	\$1,646.87	\$1,737.44	\$1,833.00	\$1,924.65	\$2,020.88						
\$3,206	\$3,382	\$3,568	\$3,764	\$3,971	\$4,170	\$4,379						

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Classification Title: <b>Office Assistant III</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.236	\$21.349	\$22.523	\$23.762	\$25.068	\$26.322	\$27.638	80E22	17	OC	8810	J	N
\$1,618.87	\$1,707.91	\$1,801.84	\$1,900.93	\$2,005.48	\$2,105.75	\$2,211.04						
\$3,508	\$3,700	\$3,904	\$4,119	\$4,345	\$4,562	\$4,791						

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Classification Title: <b>Principal Office Assistant</b>							Class Code	W G *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$22.247	\$23.471	\$24.762	\$26.123	\$27.560	\$28.938	\$30.385	80E80	17	OC	8810	J	N
\$1,779.78	\$1,877.66	\$1,980.93	\$2,089.87	\$2,204.81	\$2,315.05	\$2,430.80						
\$3,856	\$4,068	\$4,292	\$4,528	\$4,777	\$5,016	\$5,267						

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<b>Classification Title: Supervising Office Assistant I</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$25.144	\$26.527	\$27.986	\$29.525	\$31.149	\$32.707	\$34.342	80E81	17	OC	8810	F	E
\$2,011.56	\$2,122.19	\$2,238.90	\$2,362.03	\$2,491.94	\$2,616.53	\$2,747.36						
\$4,358	\$4,598	\$4,851	\$5,118	\$5,399	\$5,669	\$5,953						

\*provided for information purposes only

<b>Classification Title: Supervising Office Assistant II</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$27.299	\$28.800	\$30.384	\$32.055	\$33.818	\$35.509	\$37.284	80E82	17	OC	8810	F	E
\$2,183.88	\$2,303.99	\$2,430.70	\$2,564.38	\$2,705.42	\$2,840.69	\$2,982.72						
\$4,732	\$4,992	\$5,267	\$5,556	\$5,862	\$6,155	\$6,463						

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<b>Classification Title: Secretarial Assistant</b>							Class Code	W G *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$18.422	\$19.435	\$20.504	\$21.631	\$22.821	\$23.962	\$25.160	80A30	18	OC	8810	J	N
\$1,473.73	\$1,554.78	\$1,640.29	\$1,730.50	\$1,825.67	\$1,916.95	\$2,012.80						
\$3,193	\$3,369	\$3,554	\$3,749	\$3,956	\$4,153	\$4,361						

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<b>Classification Title: Secretary</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.258	\$21.372	\$22.547	\$23.787	\$25.096	\$26.350	\$27.668	80A31	18	OC	8810	J	N
\$1,620.63	\$1,709.76	\$1,803.79	\$1,903.00	\$2,007.66	\$2,108.04	\$2,213.44						
\$3,511	\$3,704	\$3,908	\$4,123	\$4,350	\$4,567	\$4,796						

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<u>Classification Title: Senior Secretary</u>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$22.384	\$23.615	\$24.914	\$26.284	\$27.730	\$29.116	\$30.572	80A32	17	OC	8810	J	N
\$1,790.73	\$1,889.22	\$1,993.12	\$2,102.73	\$2,218.38	\$2,329.30	\$2,445.76						
\$3,880	\$4,093	\$4,318	\$4,556	\$4,806	\$5,047	\$5,299						

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<u>Classification Title: Administrative Secretary</u>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$24.855	\$26.221	\$27.664	\$29.185	\$30.790	\$32.330	\$33.946	80A33	17	OC	8810	J	N
\$1,988.36	\$2,097.71	\$2,213.08	\$2,334.80	\$2,463.20	\$2,586.36	\$2,715.68						
\$4,308	\$4,545	\$4,795	\$5,059	\$5,337	\$5,604	\$5,884						

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