

City of El Monte Classification and Compensation Plan - Part Time Classifications
Effective March 19, 2019
Amended March 19, 2019

Establish Position No. for Executive Assistant to the City Manager - RETIRED ANNUITANT; eliminate Administrative Assistant - P/T in the City Manager's Office; reinstate one FTE 0.75 HR/RM Office Assistant - P/T; establish classification of Transportation Sr. Program Specialist - RETIRED ANNUITANT in the Public Works & Utilities Transportation Division.

Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
CITY CLERK'S OFFICE							
CITY MANAGER'S OFFICE							
Executive Assistant to the City Manager - RETIRED ANNUITANT		1			T901	PT3703	37.03
Administrative Assistant - P/T			1		T864	PT1653	16.53
Graphic Artist - P/T			2		T851	PT1625	16.25
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT							
<u>CDBG/Housing Division</u>							
Administrative Assistant - P/T			1		T864	PT1653	16.53
<u>Neighborhood Services Division</u>							
Animal Control Officer - P/T			1		T869	PT1987	19.87
Neighborhood Services Officer - P/T			1		T755	PT1987	19.87
<u>Planning Services Division</u>							
Planning Aide - P/T					T874	PT1500-S	
							15.00
			1				15.75
							16.54
FINANCE DEPARTMENT							
<u>Accounting Division</u>							
Intern (College or Graduate) - P/T					T875	PT1500	15.00
<u>Revenue Division</u>							
Office Assistant - P/T			1		T728	PT1400	14.00
HUMAN RESOURCES/RISK MANAGEMENT DEPARTMENT							
Office Assistant - P/T			1		T728	PT1400	14.00
INFORMATION TECHNOLOGY DEPARTMENT							
PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT							
<u>Administration</u>							
Program Coordinator - P/T					T870	PT-1900-S	
			1				19.00
							19.95
							20.95
							21.99
							23.09

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Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
Graphic Artist - P/T					T851	PT1625	16.25
Program Specialist - P/T	1		2		T784	PT1500	15.00
Museum Curator - P/T	1				T877	PT1325	13.25
Senior Recreation Leader - P/T		1	2		T720	PT1300	13.00
Recreation Leader II - P/T	1				T719	PT1220	12.20
Recreation Leader I - P/T				1	T718	PT1200	12.00
<u>Community Wellness & Senior Services Division</u>							
Social Worker - P/T			1		T777	PT1965	19.65
Program Coordinator - P/T					T870	PT1900-S	
			2				19.00
							19.95
							20.95
							21.99
							23.09
Senior Nutrition Site Manager - P/T			1		T712	PT1705	17.05
Case Aide - P/T			1		T707	PT1588	15.88
Program Specialist - P/T		1	1		T784	PT1500	15.00
Senior Recreation Leader - P/T	1				T720	PT1300	13.00
Recreation Leader II - P/T			1		T719	PT1220	12.20
Recreation Leader I - P/T			1		T718	PT1200	12.00
<u>Facilities, Special Programs and Events Division</u>							
Program Coordinator - P/T					T870	PT1900-S	
			4				19.00
							19.95
							20.95
							21.99
							23.09
Program Specialist - P/T		1	5		T784	PT1500	15.00
Senior Recreation Leader - P/T		1			T720	PT1300	13.00
Recreation Leader II - P/T	1		1		T719	PT1220	12.20
Recreation Leader I - P/T	1				T718	PT1200	12.00
<u>Recreation Division</u>							
Program Coordinator - P/T					T870	PT1900-S	
			2				19.00
							19.95
							20.95
							21.99
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Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
Program Specialist - P/T			4		T784	PT1500	15.00
Senior Recreation Leader - P/T			1		T720	PT1300	13.00
Recreation Leader II - P/T		17	2		T719	PT1220	12.20
Recreation Leader I - P/T		4			T718	PT1200	12.00
<u>Aquatics Division</u>							
Managing Swim Teach Coach - P/T					T859	PT1700-S	
Step 1		1					17.00
Step 2							17.85
Step 3							18.74
Pool Manager - P/T					T717	PT1664-S	
Step 1		2					16.64
Step 2							17.47
Step 3							18.35
Head Swim Team Coach - P/T		1			T779	PT1549	15.49
Senior Instructor Guard - P/T		1	1		T774	PT1500	15.00
Assistant Swim Team Coach - P/T					T860	PT1400	14.00
Instructor Guard - P/T	3	2	3		T709	PT1400	14.00
Lifeguard - P/T		4	3		T710	PT1300	13.00
Senior Recreation Leader - P/T		1			T720	PT1300	13.00
Recreation Leader I - P/T	3				T718	PT1200	12.00
POLICE DEPARTMENT							
<u>Civilian Personnel</u>							
Background Investigator - P/T	1				T761	PT2500	25.00
Police Pilot - P/T	1				T866	PT2500	25.00
Police Dispatcher - P/T					T738	PT2500	25.00
Tactical Flight Officer - P/T					T865	PT2500	25.00
Records Technician - P/T					T855	PT1800	18.00
Administrative Assistant - P/T					T864	PT1653	16.53
Reserve Officer/Investigator - P/T		2			T800	PT1342	13.42
Police Cadet - P/T			6		T737	PT1200	12.00
Reserve Officer - P/T	2				T746	PT1200	12.00

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PUBLIC WORKS & UTILITIES DEPARTMENT							
<u>Administration</u>							
Administrative Assistant - P/T					T864	PT1653	16.53
Beautification Project Leader - P/T					T740	PT1653	16.53
<u>Maintenance Division</u>							
Administrative Assistant - P/T			1		T864	PT1653	16.53
Intern (College or Graduate) - P/T					T875	PT1500	15.00
Office Assistant - P/T			2		T728	PT1400	14.00
Maintenance Worker - P/T			21		T853	PT1300	13.00
<u>Transportation Division</u>							
Transportation Sr. Program Specialist - RETIRED ANNUITANT		1			T902	PT4207	42.07
Transportation Driver - P/T	1	2	4	1	T729	PT2000	20.00
Administrative Assistant - P/T			1		T864	PT1653	16.53
Office Assistant - P/T			3		T728	PT1400	14.00
Transit Safety Ambassador - P/T			3		T722	PT1200	12.00
<u>Engineering Services Division</u>							
Intern (College or Graduate) - P/T					T875	PT1500	15.00
Office Assistant - P/T			2		T728	PT1400	14.00