



MONTEREY PENINSULA College

Monterey Peninsula Community College
Office of Human Resources

Salary Schedules
2022-2023

Short-Term, Non-Continuing (Non-Classified)

Monterey Peninsula Community College District

Short-Term, Non-Continuing (Non-Classified)

Salary Schedule

Maximum days per fiscal year: 180

Position Title	Working Titles	Description of Level of Duties	Hourly Pay Rate
College Assistant I	<ul style="list-style-type: none"> · Cashier · Reader-English Language · Utility Person · Children's Center Aide 	Entry level - no specific skills or experience required. Supervisor will train. Completes basic tasks and duties under supervision.	\$ 15.00
College Assistant II	<ul style="list-style-type: none"> · Reader – Foreign Language · General Tutor 	Possesses some training or skills. Completes general duties under supervision.	\$ 15.50
College Assistant III	<ul style="list-style-type: none"> · Tutor in a specific subject · Clerical Assistant 	Basic skill or proficiency level; assists students or provides support to an office or department.	\$ 16.00
College Assistant IV	<ul style="list-style-type: none"> · Costumer · Model (draped) 	Has specialized skills, but not specialized training.	\$ 16.50
College Assistant V	<ul style="list-style-type: none"> · Security Guard · Clerical Assistant · Tram Driver · Custodial Assistant · Music Accompanist · Library Assistant 	General help but has at least one specific well developed skill or expertise. May work independently and have responsibility for an assigned function.	\$ 17.00
College Assistant VI	<ul style="list-style-type: none"> · A & R Clerk (registration only) · Grounds Assistant · Dance Accompanist · Instructional Assistant I 	Has specialized skills, training or experience in a specific area.	\$ 17.50
College Assistant VII	<ul style="list-style-type: none"> · Computer Services Technician 	Has specialized skills, training or experience in a specific area of high responsibility; applies skills to projects.	\$ 18.00
College Assistant VIII	<ul style="list-style-type: none"> · Fiscal Services Assistant · Program Specialist 	Has specialized skills, training or experience in a specific area of higher responsibility. Assignment has high degree of accountability.	\$ 18.50
College Assistant IX	<ul style="list-style-type: none"> · Student Advisor, Special Programs · Financial Aid Assistant · Media Assistant · Instructional Assistant II 	Has specialized skills, training or experience in a specific area of highest responsibility. Assignment has high degree of autonomy; may work with the public and students.	\$ 19.50
College Assistant X	<ul style="list-style-type: none"> · Children's Center Assistant · Laboratory Aide 	Advanced specialized skills, training and/or certification; high level of responsibility, autonomy and accountability.	\$ 20.00
College Assistant XI	<ul style="list-style-type: none"> · Maintenance Assistant · Payroll Assistant 	More advanced specialized skills or training; high responsibility, autonomy and accountability level.	\$ 20.50
College Assistant XII	<ul style="list-style-type: none"> · Life Model (undraped) 	Professional work level.	\$ 21.00
College Assistant XIII	<ul style="list-style-type: none"> · IT Assistant I 	Professional work requiring high level of skills in the profession; high responsibility.	\$ 22.00
College Assistant XIV	<ul style="list-style-type: none"> · Reading Center (Children's Program) Tutor · IT Assistant II 	Highly professional work requiring certification or skills at the highest level of the profession, and/or serving as lead worker to others.	\$ 25.00

Effective Date: 1/01/2022

Board Approval: 3/23/2022

Monterey Peninsula Community College District

Substitutes are compensated at Step A of the appropriate classified position. Substitutes may only be hired for 60 days while a recruitment effort for a permanent employee takes place, or for the duration of a permanent employee's absence and no more than 180 days during a fiscal year. Short-term, non-continuing employees must be approved by the Board of Trustees prior to beginning work, with specified starting and ending dates, per Education Code 88003. All salary designations must be approved by Human Resources. Human Resources may assign additional classifications to this Salary Schedule as deemed appropriate.