

Personnel

**CITY OF SOUTH EL MONTE
ANNUAL BUDGET
FISCAL YEAR 2014-2015**

**FULL TIME PERSONNEL ACCOUNT ALLOCATION
BY POSITION**

Department	Division	Title	Employee Count	Acct. #	Total Wages	Allocated Wages	Alloc %
Administration	Administration	City Manager	1	01-100-1020	176,200	70,480	40.00%
				46-460-4610		8,810	5.00%
				91-955-9510		48,455	27.50%
				91-955-9515		48,455	27.50%
					<u>176,200</u>	<u>100.00%</u>	
	Administration	Assistant City Manager	1	01-100-1020	137,260	41,178	30.00%
				01-100-1050		27,452	20.00%
				01-100-1060		27,452	20.00%
				01-110-1100		13,726	10.00%
				01-105-1105		13,726	10.00%
				91-955-9510		13,726	10.00%
					<u>137,260</u>	<u>100.00%</u>	
	Administration	Sr. Executive Assistant	1	01-100-1020		67,910	100.00%
	City Council	Executive Assistant	1	01-100-1010		57,990	100.00%
	Human Resources	Receptionist	1	01-100-1050		35,250	100.00%
City Clerk	City Clerk	1	01-120-1210	77,450	46,470	60.00%	
			01-120-1220		15,490	20.00%	
			91-955-9510		15,490	20.00%	
					<u>77,450</u>	<u>100.00%</u>	
Finance	Accounting	Finance Director	1	01-130-1310	115,000	63,250	55.00%
				38-600-6010		11,500	10.00%
				44-800-8030		11,500	10.00%
				46-460-4610		5,750	5.00%
				91-955-9510		23,000	20.00%
						<u>115,000</u>	<u>100.00%</u>
Finance	Accounting	Accounting Manager	1	01-130-1310	88,740	48,807	55.00%
				38-600-6010		8,874	10.00%
				44-800-8030		8,874	10.00%
				46-460-4610		4,437	5.00%
					17,748	20.00%	
					<u>88,740</u>	<u>100.00%</u>	
	Accounting	Finance Technician	1	01-130-1310	69,480	52,110	75.00%
				38-600-6010		3,474	5.00%
				44-800-8030		3,474	5.00%
				46-460-4610		3,474	5.00%
				91-955-9510		6,948	10.00%
					<u>69,480</u>	<u>100.00%</u>	
Accounting	Grants Coordinator	1	01-130-1310	51,050	28,078	55.00%	
			38-600-6010		2,553	5.00%	
			39-700-7010		15,315	30.00%	
			44-800-8030		2,553	5.00%	
			02-190-1910		2,553	5.00%	
				<u>51,050</u>	<u>100.00%</u>		
Accounting	Accountant	1	01-130-1310	55,830	16,749	30.00%	
			01-130-1320		27,915	50.00%	
			01-100-1050		5,583	10.00%	
			39-700-7010		2,792	5.00%	
			91-955-9510		2,792	5.00%	
							<u>55,830</u>

**CITY OF SOUTH EL MONTE
ANNUAL BUDGET
FISCAL YEAR 2014-2015**

**FULL TIME PERSONNEL ACCOUNT ALLOCATION
BY POSITION**

Department	Division	Title	Employee Count	Acct. #	Total Wages	Allocated Wages	Alloc %
Comm. Develop	Comm. Develop	Community Dev Director	1	01-140-1430	140,570	35,143	25.00%
				01-140-1440		28,114	20.00%
				01-140-1475		14,057	10.00%
				01-140-1480		14,057	10.00%
				46-460-4610		28,114	20.00%
				91-955-9515	21,086	15.00%	
					<u>140,570</u>	<u>100.00%</u>	
	Building and Safety	Code Enforcement Officer	2	01-140-1440	103,630	103,630	100.00%
		Code Enforcement Supervisor	1	01-140-1440	60,680	60,680	100.00%
	Building and Safety	Building Technician	1	01-140-1440	48,820	48,820	100.00%
Community Svcs.	Parks and Recreation	Community Services Manager	1	01-150-1540	71,580	71,580	100.00%
	Parks and Recreation	Recreation Supervisor	1	01-150-1530	76,020	26,607	35.00%
				01-150-1540		38,010	50.00%
				06-300-3010		7,602	10.00%
				44-800-8020		3,801	5.00%
						<u>76,020</u>	<u>100.00%</u>
	Parks and Recreation	Recreation Coordinator	1	01-150-1530	40,530	16,212	40.00%
				01-151-1543		16,212	40.00%
				06-300-3010		4,053	10.00%
				44-800-8020		4,053	10.00%
						<u>40,530</u>	<u>100.00%</u>
	Parks and Recreation	Recreation Coordinator	1	01-150-1540	40,530	40,530	100.00%
	Parks and Recreation	Community Services Secretary	1	01-150-1540	56,120	56,120	100.00%
	Senior Services	Senior Services Specialist	1	44-800-8010	38,930	19,465	50.00%
01-150-1530				9,733		25.00%	
06-300-3010				9,733		25.00%	
					<u>38,930</u>	<u>100.00%</u>	
New Temple Park	Maintenance Worker I	1	01-160-1650		33,000	100.00%	
Facility Maintenance	Maintenance Worker II	1	01-170-1740	56,750	56,750	100.00%	
Facility Maintenance	Maintenance Worker I	1	01-170-1740	40,920	40,920	100.00%	
Field Services	Maintenance Worker II	1	01-170-1750	55,170	52,412	95.00%	
			02-190-1910		2,759	5.00%	
					<u>55,170</u>	<u>100.00%</u>	
Field Services	Maintenance Worker I	4	01-170-1750	176,790	176,790	100.00%	
Field Services	Maintenance Worker I	1	01-170-1750	35,950	30,558	85.00%	
			44-800-8040		5,393	15.00%	
					<u>35,950</u>	<u>100.00%</u>	
Field Services	Maintenance Worker I	1	01-170-1750	42,150	40,043	95.00%	
			41-810-8110		2,108	5.00%	
					<u>42,150</u>	<u>100.00%</u>	
Field Services	Maintenance Worker I	1	01-170-1750	40,110	38,105	95.00%	
			02-190-1910		2,006	5.00%	
					<u>40,110</u>	<u>100.00%</u>	
Facility Maintenance	Equipment Mechanic	1	01-170-1740	49,810	39,848	80.00%	
			44-800-8010		9,962	20.00%	
					<u>49,810</u>	<u>100.00%</u>	
					<u>34</u>	<u>2,140,220</u>	

**CITY OF SOUTH EL MONTE
ANNUAL BUDGET
FISCAL YEAR 2014-2015**

**FULL TIME PERSONNEL HISTORY
BY POSITION**

Department	Title	2011-12 ACTUAL	2012-13 ACTUAL	2013-14 APPR'D	2014-15 APPR'D
Administration	City Manager	1	1	1	1
	Assistant City Manager	1	1	1	1
	Senior Executive Assistant	1	1	1	1
	Human Resources Manager	0	0	0	0
	Executive Assistant	1	1	1	1
	Administrative Technician	0	0	0	0
	Administrative Assistant	0	0	0	0
	Office Assistant/Receptionist	1	1	1	1
	Personnel Analyst	0	0	0	0
Public Safety	Administrative Clerk	0	0	0	0
City Clerk	City Clerk	1	1	1	1
	Deputy City Clerk	0	0	0	0
Finance	Finance Director	0	1	1	1
	Accounting Manager	1	1	1	1
	Accountant	0	1	0	1
	Accounting Technician	1	1	1	1
	Finance Clerk	0	0	1	0
	Grants Coordinator	1	1	1	1
	Receptionist	0	0	0	0
	Purchasing Agent	0	0	0	0
Community Development	Community Development Director	1	1	1	1
	Assistant Planner	0	0	0	0
	Community Development Secretary	0	0	0	0
	Code Enforcement Supervisor	1	1	1	1
	Code Enforcement Officer	2	2	2	2
	License Code Enforcement Officer	0	0	0	0
	Parking Enforcement Officer	0	0	0	0
	Building Technician	1	1	1	1
Senior Building Inspector	0	0	0	0	
Community Services	Community Services Director	0	0	0	0
	Community Services Manager	0	0	0	1
	Recreation Supervisor	1	1	1	1
	Recreation Coordinator	0	0	2	2
	Senior Services Supervisor	0	0	0	0
	Senior Services Specialist	1	1	1	1
	Community Services Secretary	1	1	1	1
	Receptionist	0	0	0	0
	Building Maintenance Supervisor	0	0	0	0
	Landscape Foreman	0	0	0	0
	Landscape Supervisor	0	0	0	0
	Street Maintenance Supervisor	0	0	0	0
	Equipment Mechanic	1	1	1	1
	Maintenance Worker I	8	8	8	9
Maintenance Worker II	2	2	2	2	
		<u>28</u>	<u>30</u>	<u>32</u>	<u>34</u>

**CITY OF SOUTH EL MONTE
SALARY SCHEDULE
FISCAL YEAR 2014-2015**

PERMANENT EMPLOYEES

(Expressed In monthly rates)

DEPARTMENTS/ JOB TITLES	SALARY RANGE	A	B	C	D	E
<u>MANAGEMENT</u>						
City Manager	n/a					
Assistant City Manager	n/a					
Community Development Director	n/a					
Community Services Director	n/a					
Finance Director	n/a					
City Clerk	n/a					
Accounting Manager	n/a	5878	6172	6481	6804	7144
Community Services Manager	n/a	5965	6263	6576	6905	7250
<u>CONFIDENTIAL</u>						
Accounting Technician	40	3962	4160	4368	4586	4816
Administrative Assistant	34	3348	3515	3691	3876	4070
Executive Assistant	36	3590	3769	3959	4157	4364
Administrative Technician	38	3695	3880	4074	4278	4492
Senior Executive Assistant	42	4160	4368	4586	4816	5056
Personnel Analyst	46	4501	4726	4962	5210	5471
<u>MISCELLANEOUS</u>						
Accountant	44	4555	4783	5022	5272	5536
Administrative Clerk Public Safety	26	2749	2886	3030	3182	3341
Assistant Planner	44	4284	4498	4723	4959	5207
Building Maintenance Supervisor	46	4413	4634	4866	5109	5364
Clerical Assistant	20	2370	2489	2613	2744	2881
Code Enforcement Officer	35	3500	3675	3859	4051	4254
Code Enforcement Supervisor	40	3962	4160	4368	4586	4816
Community Services Secretary	36	3590	3769	3959	4157	4365
Department Clerk	32	3250	3413	3584	3763	3950
Deputy City Clerk	37	3605	3785	3974	4173	4382
Equipment Mechanic	34	3416	3587	3766	3955	4151
Finance Clerk	32	3186	3345	3512	3688	3872
Grants Coordinator	35	3500	3675	3859	4051	4254
Landscape Supervisor	46	4501	4726	4962	5210	5471
License Enforcement Officer	32	3186	3345	3512	3688	3872
Maintenance Worker I	26	2805	2946	3092	3247	3410
Maintenance Worker II	39	3864	4057	4260	4473	4697
Office Assistant	18	2300	2415	2537	2664	2798
Receptionist	18	2300	2415	2537	2663	2798
Recreation Coordinator	34	3416	3587	3766	3955	4151
Recreation Supervisor	48	4826	5065	5319	5586	5866
Senior Accountant	51	5094	5349	5616	5897	6192
Senior Building Inspector	56	5764	6052	6355	6673	7007
Senior Center Receptionist	18	2255	2368	2486	2610	2741
Senior Services Specialist	22	2542	2668	2803	2943	3090
Senior Services Supervisor	48	4730	4967	5215	5476	5750
Street Supervisor	46	4501	4726	4962	5210	5471
Van Driver	22	2491	2616	2747	2884	3028

**CITY OF SOUTH EL MONTE
SALARY SCHEDULE
FISCAL YEAR 2014-2015
PART-TIME EMPLOYEES**

(Expressed in per hour rates/Minimum Wage \$10.00/hr.)

JOB TITLES	HOURLY RANGE	A	B	C	D	E
Assistant Pool Manager		13.67	14.35	15.07	15.82	16.11
Boxing Instructor		18.00	18.90	19.85	20.84	21.88
Boxing Trainer		10.00	10.50	11.03	11.58	12.16
Business License Clerk		15.09	15.84	16.64	17.47	18.34
Clerk		13.00	13.65	14.33	15.05	15.80
Code Enforcement Officer		15.47	16.24	17.06	17.91	18.80
Crossing Guard		10.36	10.88	11.42	11.99	12.59
Crossing Guard Supervisor		13.43	14.10	14.81	15.55	16.33
Equipment Mechanic		18.03	18.93	19.88	20.87	21.91
Lifeguard		11.24	11.80	12.39	13.01	13.66
Maintenance Aide		11.00	11.55	12.13	12.74	13.38
Park Attendant		11.00	11.55	12.13	12.74	13.38
Pool Manager		15.40	16.17	16.98	17.83	18.72
Public Safety Officer		16.00	17.00	18.00	19.00	20.00
Recreation Leader		10.00	10.50	11.03	11.58	12.16
Recreation Specialist		13.92	14.62	15.35	16.12	16.93
Senior Recreation Leader		11.70	12.29	12.90	13.55	14.23
College Worker (Intern)		15.00	15.75	16.54	17.37	18.24
Van Driver-Class B		11.00	11.55	12.13	12.74	13.38
Van Driver-Class C		10.00	10.50	11.03	11.58	12.16
WSI Lifeguard		12.42	13.04	13.69	14.37	15.09