

**Classification and Pay Plan**  
**Effective July 1, 2005 (Start of Pay Period)**  
(Start of Pay Period in which the first day of the fiscal year begins)

**"M" SCHEDULE**

Range	OC	OT/BU	Classification	Type	Minimum	Maximum
M 50	A	Ex/M	President & Chief Executive Officer	Hrly. Rate	54.09	80.69
				BiWk. Equiv.	4,327.20	6,455.20
				Ann. Equiv.	112,507.20	167,835.20
M48	A	Ex/M	Executive Vice President & Chief Operating Officer	Hrly. Rate	48.82	68.97
				BiWk. Equiv.	3,905.60	5,517.60
				Ann. Equiv.	101,545.60	143,457.60
M47	--	--	--	Hrly. Rate	43.55	59.97
				BiWk. Equiv.	3,484.00	4,797.60
				Ann. Equiv.	90,584.00	124,737.60
M44	A	Ex/M	Director of Business Services	Hrly. Rate	32.61	49.99
			Director of Communication & Strategy	BiWk. Equiv.	2,608.80	3,999.20
			Director of Facilities	Ann. Equiv.	67,828.80	103,979.20
			Director of Financial Services			
			Director of Housing Finance & Development			
			Director of Rental Assistance			
M 39	--	--	--	Hrly. Rate	26.91	32.75
				BiWk. Equiv.	2,152.80	2,620.00
				Ann. Equiv.	55,972.80	68,120.00
M 34	C	Ex/M	Secretary to the President & Chief Executive Officer	Hrly. Rate	21.08	30.19
				BiWk. Equiv.	1,686.40	2,415.20
				Ann. Equiv.	43,846.40	62,795.20

**"S" SCHEDULE**

Range	OC	OT/BU	Classification	Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
S42	B	Ex/S	Asst Director of Housing Programs*	Hrly. Rate	31.16	32.71	34.36	35.22	36.09	37.01	37.92
				BiWk. Equiv.	2,492.80	2,616.80	2,748.80	2,817.60	2,887.20	2,960.80	3,033.60
	B	Ex/S	Budget Officer *	Ann. Equiv.	64,812.80	68,036.80	71,468.80	73,257.60	75,067.20	76,980.80	78,873.60
	B	Ex/S	Housing Construction Officer *								
	B	Ex/S	Human Resources Officer *								
	B	Ex/S	Information Technology Officer *								
	B	Ex/S	Supervising Project Manager *								
S41	B	Ex/A	Financial Specialist*	Hrly. Rate	29.68	31.16	32.71	33.54	34.37	35.23	36.11
	B	Ex/A	Loan Management Supv. *	BiWk. Equiv.	2,374.40	2,492.80	2,616.80	2,683.20	2,749.60	2,818.40	2,888.80
	D	Ex/A	Policy Advisor to the President	Ann. Equiv.	61,734.40	64,812.80	68,036.80	69,763.20	71,489.60	73,278.40	75,108.80
	D	Ex/S	Project Manager *								
S40	--	--	--	Hrly. Rate	28.26	29.67	31.16	31.94	32.73	33.56	34.39
				BiWk. Equiv.	2,260.80	2,373.60	2,492.80	2,555.20	2,618.40	2,684.80	2,751.20
				Ann. Equiv.	58,780.80	61,713.60	64,812.80	66,435.20	68,078.40	69,804.80	71,531.20
S39	B	Ex/S	Accounting Supervisor *	Hrly. Rate	26.91	28.25	29.67	30.41	31.17	31.95	32.75
	B	Ex/A	Associate Project Manager *	BiWk. Equiv.	2,152.80	2,260.00	2,373.60	2,432.80	2,493.60	2,556.00	2,620.00
	B	Ex/A	Community Liaison *	Ann. Equiv.	55,972.80	58,760.00	61,713.60	63,252.80	64,833.60	66,456.00	68,120.00
	B	Ex/A	Organizational Training Spec. *								
	B	Ex/A	Principal Accountant *								
	B	Ex/A	Principal HR Analyst *								
	B	Ex/A	Senior Budget Analyst *								
	B	Ex/A	Senior Program Analyst *								
S38	D	Pre/O	Housing Construction Spec.	Hrly. Rate	25.63	26.92	28.25	28.97	29.69	30.43	31.19
	B	Ex/A	Sr. HR Analyst *	BiWk. Equiv.	2,050.40	2,153.60	2,260.00	2,317.60	2,375.20	2,434.40	2,495.20
	T	Ex/A	Sr. Information Technology Analyst *	Ann. Equiv.	53,310.40	55,993.60	58,760.00	60,257.60	61,755.20	63,294.40	64,875.20
	B	Ex/S	Supv Resident Initiatives Coord. *								
S37	B	Ex/A	Community Relations Spec. *	Hrly. Rate	24.41	25.63	26.92	27.58	28.27	28.98	29.70
	B	Ex/S	Housing Supervisor *	BiWk. Equiv.	1,952.80	2,050.40	2,153.60	2,206.40	2,261.60	2,318.40	2,376.00
	T	Ex/A	Information Technology Analyst *	Ann. Equiv.	50,772.80	53,310.40	55,993.60	57,366.40	58,801.60	60,278.40	61,776.00
	B	Ex/A	Senior Accountant *								
	B	Ex/A	Sr. Resident Initiatives Coord. *								
S36	B	Ex/A	Contracts Analyst	Hrly. Rate	23.25	24.41	25.63	26.27	26.93	27.60	28.30
	B	Ex/A	Human Resources Analyst	BiWk. Equiv.	1,860.00	1,952.80	2,050.40	2,101.60	2,154.40	2,208.00	2,264.00
	B	Ex/A	Program Analyst	Ann. Equiv.	48,360.00	50,772.80	53,310.40	54,641.60	56,014.40	57,408.00	58,864.00

Range	OC	OT/BU	Classification	Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
S35	--	--	--	Hrly. Rate	22.14	23.26	24.42	25.02	25.65	26.30	26.95	
				BiWk. Equiv.	1,771.20	1,860.80	1,953.60	2,001.60	2,052.00	2,104.00	2,156.00	
				Ann. Equiv.	46,051.20	48,380.80	50,793.60	52,041.60	53,352.00	54,704.00	56,056.00	
S34	B	Ex/A	Accountant	Hrly. Rate	21.09	22.14	23.26	23.84	24.43	25.04	25.66	
			Budget Analyst	BiWk. Equiv.	1,687.20	1,771.20	1,860.80	1,907.20	1,954.40	2,003.20	2,052.80	
			Docket Coordinator	Ann. Equiv.	43,867.20	46,051.20	48,380.80	49,587.20	50,814.40	52,083.20	53,372.80	
			Fiscal Services Specialist									
			Loan Servicing Specialist									
			PIU Hearing Coordinator									
S33	B	Ex/S	Asst. Hsg. Property Supv.	Hrly. Rate	20.08	21.09	22.14	22.71	23.28	23.86	24.44	
			Housing Specialist	BiWk. Equiv.	1,606.40	1,687.20	1,771.20	1,816.80	1,862.40	1,908.80	1,955.20	
				Ann. Equiv.	41,766.40	43,867.20	46,051.20	47,236.80	48,422.40	49,628.80	50,835.20	
S32	P	Pre/A	Contracts Compliance Asst.	Hrly. Rate	19.15	20.09	21.10	21.62	22.17	22.73	23.29	
			Housing Inspector	BiWk. Equiv.	1,532.00	1,607.20	1,688.00	1,729.60	1,773.60	1,818.40	1,863.20	
			Loan Production Specialist	Ann. Equiv.	39,832.00	41,787.20	43,888.00	44,969.60	46,113.60	47,278.40	48,443.20	
			Maintenance Supervisor									
			Resident Initiatives Coord.									
			Senior Administrative Assistant									
			Senior Human Resources Tech.									
S31	C	Pre/O	Senior Accounting Technician	Hrly. Rate	18.23	19.15	20.09	20.59	21.11	21.63	22.19	
			Senior Housing Assistant	BiWk. Equiv.	1,458.40	1,532.00	1,607.20	1,647.20	1,688.80	1,730.40	1,775.20	
			Wage Services Technician	Ann. Equiv.	37,918.40	39,832.00	41,787.20	42,827.20	43,908.80	44,990.40	46,155.20	
S30	C	Pre/M	Executive Secretary	Hrly. Rate	17.35	18.22	19.14	19.60	20.09	20.60	21.11	
				BiWk. Equiv.	1,388.00	1,457.60	1,531.20	1,568.00	1,607.20	1,648.00	1,688.80	
				Ann. Equiv.	36,088.00	37,897.60	39,811.20	40,768.00	41,787.20	42,848.00	43,908.80	
S29	C	Pre/O	Administrative Assistant	Hrly. Rate	16.54	17.36	18.22	18.69	19.16	19.63	20.11	
			Housing Assistant II	BiWk. Equiv.	1,323.20	1,388.80	1,457.60	1,495.20	1,532.80	1,570.40	1,608.80	
			Human Resources Technician	Ann. Equiv.	34,403.20	36,108.80	37,897.60	38,875.20	39,852.80	40,830.40	41,828.80	
			Office Supervisor									
S28	C	Pre/O	Accounting Technician	Hrly. Rate	15.74	16.51	17.34	17.78	18.22	18.68	19.15	
			Senior Maintenance Technician	BiWk. Equiv.	1,259.20	1,320.80	1,387.20	1,422.40	1,457.60	1,494.40	1,532.00	
				Ann. Equiv.	32,739.20	34,340.80	36,067.20	36,982.40	37,897.60	38,854.40	39,832.00	

Range	OC	OT/BU	Classification	Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Z27	D	Pre/O	Maintenance Technician II	Hrly. Rate	15.72	16.50	17.33	17.76	18.21	18.66	19.13
				BiWk. Equiv.	1,257.60	1,320.00	1,386.40	1,420.80	1,456.80	1,492.80	1,530.40
				Ann. Equiv.	32,697.60	34,320.00	36,046.40	36,940.80	37,876.80	38,812.80	39,790.40
S27	C	Pre/O	Information Technology Technician	Hrly. Rate	14.99	15.74	16.52	16.94	17.33	17.80	18.26
				BiWk. Equiv.	1,199.20	1,259.20	1,321.60	1,355.20	1,386.40	1,424.00	1,460.80
	D	Pre/O	Maintenance Technician II	Ann. Equiv.	31,179.20	32,739.20	34,361.60	35,235.20	36,046.40	37,024.00	37,980.80
S26	C	Pre/O	Senior Office Assistant	Hrly. Rate	14.28	14.99	15.74	16.13	16.53	16.95	17.37
				BiWk. Equiv.	1,142.40	1,199.20	1,259.20	1,290.40	1,322.40	1,356.00	1,389.60
				Ann. Equiv.	29,702.40	31,179.20	32,739.20	33,550.40	34,382.40	35,256.00	36,129.60
Z25	C	Pre/O	Accounting Assistant	Hrly. Rate	14.27	14.97	15.73	16.12	16.52	16.94	17.36
				BiWk. Equiv.	1,141.60	1,197.60	1,258.40	1,289.60	1,321.60	1,355.20	1,388.80
				Ann. Equiv.	29,681.60	31,137.60	32,718.40	33,529.60	34,361.60	35,235.20	36,108.80
S25	C	Pre/O	Accounting Assistant	Hrly. Rate	13.60	14.28	14.99	15.36	15.75	16.14	16.56
	T	Pre/O	Housing Assistant I	BiWk. Equiv.	1,088.00	1,142.40	1,199.20	1,228.80	1,260.00	1,291.20	1,324.80
	C	Pre/O	Resident Manager II	Ann. Equiv.	28,288.00	29,702.40	31,179.20	31,948.80	32,760.00	33,571.20	34,444.80
S24	C	Pre/O	Client Services Receptionist	Hrly. Rate	12.94	13.60	14.27	14.63	14.99	15.36	15.75
				BiWk. Equiv.	1,035.20	1,088.00	1,141.60	1,170.40	1,199.20	1,228.80	1,260.00
				Ann. Equiv.	26,915.20	28,288.00	29,681.60	30,430.40	31,179.20	31,948.80	32,760.00
S23	C	Pre/O	Information Technology Assistant	Hrly. Rate	12.33	12.95	13.60	13.93	14.28	14.64	15.00
				BiWk. Equiv.	986.40	1,036.00	1,088.00	1,114.40	1,142.40	1,171.20	1,200.00
				Ann. Equiv.	25,646.40	26,936.00	28,288.00	28,974.40	29,702.40	30,451.20	31,200.00
S22	--	--	--	Hrly. Rate	11.74	12.33	12.94	13.27	13.61	13.94	14.29
				BiWk. Equiv.	939.20	986.40	1,035.20	1,061.60	1,088.80	1,115.20	1,143.20
				Ann. Equiv.	24,419.20	25,646.40	26,915.20	27,601.60	28,308.80	28,995.20	29,723.20
S21	--	--	--	Hrly. Rate	11.19	11.75	12.33	12.64	12.96	13.28	13.62
				BiWk. Equiv.	895.20	940.00	986.40	1,011.20	1,036.80	1,062.40	1,089.60
				Ann. Equiv.	23,275.20	24,440.00	25,646.40	26,291.20	26,956.80	27,622.40	28,329.60

Range	OC	OT/BU	Classification	Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
S20	C	Pre/O	Housing Aide II	Hrly. Rate	9.88	10.38	10.91	11.17	11.47	11.74	12.05
				BiWk. Equiv.	790.40	830.40	872.80	893.60	917.60	939.20	964.00
				Ann. Equiv.	20,550.40	21,590.40	22,692.80	23,233.60	23,857.60	24,419.20	25,064.00
S19	--	--	--	Hrly. Rate	8.91	9.34	9.81	10.07	10.31	10.57	10.83
				BiWk. Equiv.	712.80	747.20	784.80	805.60	824.80	845.60	866.40
				Ann. Equiv.	18,532.80	19,427.20	20,404.80	20,945.60	21,444.80	21,985.60	22,526.40
S18	C	Pre/O	Housing Aide I	Hrly. Rate	8.41	8.83	9.26	9.50	9.73	9.99	10.23
				BiWk. Equiv.	672.80	706.40	740.80	760.00	778.40	799.20	818.40
				Ann. Equiv.	17,492.80	18,366.40	19,260.80	19,760.00	20,238.40	20,779.20	21,278.40

**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
TSR	B	Ex/T	Scholar in Residence	24.29	25.50	26.77	27.45	28.13	28.83	29.56
TSI	C	Pre/T	Student Intern (Paid)	10.58	11.11	11.66	11.96	12.25	12.56	12.87
THA	O	Pre/T	Housing Services Aide	7.39	7.76	8.15	8.35	8.56	8.78	9.00
TAT	O	Pre/T	Housing Aide Trainee	7.39	7.76	8.15	8.35	8.56	8.78	9.00

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.
- E Class** \* Extended Range "E" Class designates appointments that may be made to the range directly above or below the designated classification range based on specific qualifications and duties assigned.
- Z Range** Incumbents in the Maintenance Technician II and Accounting Assistant classifications 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 up to meet Federal Minimum Wage requirements as minimum wage rates change.
- Classification and Pay Plan** Classification titles, new classes, and salary ranges may be updated pursuant to Personnel Policies and adopted Budget.
- Furlough** Mandatory business closure without pay. There shall be a mandatory one-day work furlough on July 1, 2005, a four-day work furlough between December 26, 2005 and December 31, 2005 and an additional one-day work furlough on May 26, 2006.