

2021-2022 Clerical Support Pay Plan

El Paso ISD

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum
301					
	Campus Monitor ES	176	\$10.50	\$12.50	\$14.50
	Office Asst Campus	184	14,784	17,600	20,416
	Parent Engagement Liaison	184	15,456	18,400	21,344
	Parent Engagement Liaison PT	180			
	Traffic Monitor	176			
302					
	Campus Clerk	184	\$11.85	\$14.19	\$16.53
	Campus Clerk/Parent Engagement Liaison	184	17,443	20,888	24,332
	SERS Inventory Control Specialist	221			
303					
	Campus Clerk Adult Learning	221	\$12.80	\$15.33	\$17.86
	Clerk I Bookroom HS	194	18,842	22,566	26,290
	Clerk I Bookroom MS	189	19,354	23,179	27,004
	Clerk I SCE/LPAC	194	19,866	23,792	27,719
	Department Clerk - Health Services	194	19,968	23,915	27,862
	Department Clerk I	184, 221	22,630	27,103	31,576
	Maintenance Dispatcher	221			
	Military Family Liaison	184			
	Receptionist -Ed Center	221			
	Registrar Asst	195			
304					
	Attendance Clerk ES	204	\$13.82	\$16.55	\$19.28
	Attendance Clerk HS	194	21,449	25,686	29,923
	Attendance Clerk MS	204	22,554	27,010	31,465
	Attendance/Bookroom TMECH	204	24,434	29,260	34,087
	Clerk II CTE Endorsement Support	221			
	Clerk II SEMS	221			
	Clerk II SNAC	194			
	Clerk II Workers Compensation	221			
	Customer Service Representative	221			
	Department Clerk II	221			
	Department Clerk III	221			
	Registrar/PEIMS HS	221			
	Secretary, Adult Learning	221			
	Secretary, Asst Director	221			
	Senior SERS Clerk	221			

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Pay Grade	Job Title	Calendars	Hourly	Minimum	Midpoint	Maximum
304						
	Service Records Specialist	221	194 Days	21,449	25,686	29,923
	Sr Clerk Attendance	221	204 Days	22,554	27,010	31,465
	Sr Clerk Transfers-Guardianships & Sped	221	221 Days	24,434	29,260	34,087
	Transcript Coordinator ES/MS	221				

Pay Grade	Job Title	Calendars	Hourly	Minimum	Midpoint	Maximum
305						
	Accounting Clerk HS - Title I Entitlement	221	204 Days	24,578	29,441	34,305
	Accounts Payable Clerk	221	217 Days	26,144	31,317	36,491
	Data Management Specialist	221	221 Days	26,626	31,895	37,163
	HR Communications Specialist	221				
	HR Imaging/Records Specialist	221				
	HR Specialist	221				
	HS Transcripts Coordinator	221				
	Medicaid Clerk Special Education	221				
	Migrant Services Recruiter/Specialist	221				
	PEIMS Clerk 9th Grade Center	221				
	PEIMS Clerk ES	217				
	PEIMS Clerk HS	221				
	PEIMS Clerk HS/MS	221				
	PEIMS Clerk MS	221				
	PEIMS/Attendance Clerk	221				
	Purchasing Clerk CNP	221				
	Registrar	221				
	Registrar 9th Grade Center	221				
	Registrar MS	221				
	Registrar/PEIMS HS	221				
	Registrar/PEIMS/Attendance Clerk CCTA	221				
	Registrar/PEIMS/Attendance Clerk DAEP	221				
	Secretary, Board Services	221				
	Secretary, Construction	221				
	Secretary, LLR	221				
	Secretary, Principal ES	217				
	Secretary, Print Shop Manager	221				
	Secretary, Special Programs	221				
	Senior Clerk	221				
	Senior Clerk Attendance HS	204				

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Pay Grade	Job Title	Calendars	Hourly	Minimum	Midpoint	Maximum
306			Hourly	\$16.57	\$19.84	\$23.11
			221 Days	29,296	35,077	40,858
	Accounting Clerk	221				
	Benefits Specialist	221				
	Campus Business Agent HS	221				
	Customer Service Spec Alpha Initiative	221				
	Data Management Supervisor	221				
	Director Secretary	221				
	Discipline Clerk	221				
	HR Lead Customer Service Representative	221				
	Lead LPAC Clerk	221				
	Lead PEIMS Clerk	221				
	Payroll Deductions Clerk	221				
	Payroll Specialist	221				
	PEIMS Clerk	221				
	Registrar, HS	221				
	Secretary, 9th Grade Center	221				
	Secretary, Chief of Police	221				
	Secretary, Division	221				
	Secretary, Principal	221				
	Secretary, Principal MS	221				
	Secretary, Principal/Business Agent	221				
	Secretary, Superintendent	221				
	SNAC Coordinator	221				
	Travel Specialist	221				
307			Hourly	\$18.55	\$22.22	\$25.89
			221 Days	32,796	39,285	45,774
	Accounting Coordinator	221				
	Employee Relations Asst	221				
	Lead Registrar	221				
	Office Manager	221				
	Purchasing Specialist	221				
	Secretary, Administrative	221				
	Secretary to Director	221				
	Secretary, Executive Director	221				
	Secretary, Principal HS	221				
	Senior Payroll Clerk	221				
	Senior Secretary, Board Services	221				
	Staffing Asst	221				
	Treasury Specialist	221				
	Workers Compensation Coordinator	221				

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Pay Grade	Job Title	Calendars		Minimum	Midpoint	Maximum
308			Hourly	\$20.91	\$24.89	\$28.87
	Benefits Coordinator	221	221 Days	36,969	44,006	51,042
	Executive Asst	221				
	Payroll Coordinator	221				
	Professional Staffing Asst	221				
	Substitute Coordinator	221				
			Hourly	\$23.42	\$27.88	\$32.34
309			226 Days	42,343	50,407	58,471
	Para Legal	226				
			Hourly	\$26.70	\$31.78	\$36.86
310			221 Days	47,206	56,187	65,168
	Executive Asst, Superintendent	221				