



# Oakland Unified School District

Board of Education  
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## Legislation Details

**File #:** 12-1258      **Version:** 1      **Name:** Revision of Job Description and Creation of a Classified Job Classification - Administrative Assistant III

**Type:** Resolution      **Status:** Passed

**File created:** 5/23/2012      **In control:** Finance and Human Resources Committee

**On agenda:**      **Final action:** 5/23/2012

**Enactment date:** 5/23/2012      **Enactment #:** 12-1446

**Title:** Approval by the Board of Education of Resolution No. 1112-0245 - Revision and Creation of Classified Job Description - Administrative Assistant III, District-wide, with the the creation of job classification as stated below:

Creation of Job Classification  
Position Title/FTE  
Administrative Assistant III  
Salary Schedule: WTCL  
Range 46: \$46,228 - \$61,945  
12 months, 261 days, 7.5 hours

All other terms and conditions of the positions, as previously authorized, remain in full force and effect.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 12-1258 Revision of Job Description and Creation of a Classified Job Classification - Administrative Assistant III

**Contact:** Brigitte.Marshall@ousd.k12.ca.us

Date	Ver.	Action By	Action	Result
5/23/2012	1	Board of Education	Adopted on the General Consent Report	Pass