



Banner ID # @	Last Name Trinh	First Duy	Middle Initial D	Telephone
Address		City		State Zip

**Part I: Check all that apply**

Classification: <input checked="" type="radio"/> Administrative/Professional Staff <input type="radio"/> Faculty <input type="radio"/> Support Staff <input checked="" type="radio"/> Temporary <input type="radio"/> Regular	<input type="checkbox"/> New Employee <input checked="" type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input type="checkbox"/> Other (explain)
<input checked="" type="radio"/> Full-Time <input type="radio"/> Part-Time		

**Part II: Assignment/Accounting** Number of months/weeks below notes how the position is funded; it does not guarantee employment status for a person. All Administrative/Professional and Faculty (Contract) and Support Staff (Non-Contract) employees are employed according to WCJC Policies and Procedures. Support Staff employees are at-will employees.

<b>CURRENT</b> Division/Unit: Technology	Job Vacancy No.: (if applicable) 2008 A 009
Job Title/Position: Banner System Administrator	Specialized Area: Database & Application Services
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY22
Budget Number: 1110-1311-6094-6089	Position No. (NBAPOSN): ITO02T
Compensation: \$ 70,069	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched AA Grade 12 Step 10	Hourly Rate: (Part-time only) \$ NA per hr x NA hrs/wk x NA wks = \$ NA per year
Start Date: 9/1/2021	End Date: n/a
<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: 8/31/2022
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input checked="" type="radio"/> 12 months <input type="radio"/> Other (specify)	

<b>PROPOSED</b> Division/Unit: Technology	Job Vacancy No.: (if applicable) 2008 A 009
Job Title/Position: Banner System Administrator	Specialized Area: Database & Application Services
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: n/a
Budget Number: 1110-1311-6094-6089	Funded in which FY? FY23
Budget Number: 1110-1311-6094-6089	Position No. (NBAPOSN): ITO02T
Compensation: \$ 70,069	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched AA Grade 12 Step 10	Hourly Rate: (Part-time only) \$ NA per hr x NA hrs/wk x NA wks = \$ NA per year
Start Date: 9/1/2022	End Date: n/a
<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: 8/31/2023
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input checked="" type="radio"/> 12 months <input type="radio"/> Other (specify)	

Explanation of Action:

**Part III: Position/Budget Authorization**

Recommended by Supervisor/Department Head <b>Bryan Chuc</b> Digitally signed by Bryan Chuc Date: 2022.06.28 19:58:55 -05'00'	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President <b>Amanda Allen</b>	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources	Date
Budget Approval <b>B. Kocian</b>	Date 07/05/2022	Approved by President <b>Scott A. McLean</b>	Date 7/5/22