

Personnel Action Form

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-				Human Resources	
Banner ID #	Last Name Hoang	First Tam	Middle In G	itial Telephone	
Address			City	State Zip	
Part I: Check all that apply					
Classification:			Other (explain)		
O Faculty		C Extension C Salary Adjustment		Change in title/assignment	
Support Staff Temporary O Full-T	ime Separa	Separation (date:)			
O Regular O 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.					
CURRENT Division/Unit: Technology				Job Vacancy No.: (if applicable)	
Job Title/Position: Part Time System Administrator				Specialized Area: Information Technology	
Budgeted Position? • Yes • No				Funded in which FY? FY19	
Budget Number: 1110.1311.6094.6089				Position No. (NBAPOSN): PTAT99	
Compensation: C Annual Sched N/A				Hourly Rate: (Part-time only)	
\$ 34.01	O Hourly	Grade	_	\$ <u>34.01</u> per hr x <u>19</u> hrs/wk x <u>22</u> wks =	
Start Date:	Other (explain) End Date:	Step	At-will-employee	\$ 14.216.18 per year If tampagay, apticipated tampingtion data:	
4/1/2019	N/A	ŏ	Per contract	If temporary, anticipated termination date: 8/31/19	
Position is funded for the following number of months/weeks: O 9 months O 10 ½ months O 12 months O Other (specify) 22 Weeks					
PROPOSED Division/Unit: Technology				Job Vacancy No.: (if applicable) 1907 A 017	
Job Title/Position: System Administrator				Specialized Area:	
Budgeted Position? OYes ONo Name of Replaced Employee: Kathy Nguyen				Funded in which FY? FY19	
Budget Number: 1110.13032.6093.6081 Position No. (NBAPOSN): ITO001					
Compensation:	• Annual			Hourly Rate: (Part-time only)	
s 70,735	O Hourly Other (explain)	O Hourly Grade 13 O Other (explain) Step 10		<pre>\$ per hr x hrs/wk x wks = \$ per year</pre>	
Start Date: 8/5/19			At-will-employee	If temporary, anticipated termination date:	
8/5/19 Per contract Position is funded for the following number of months/weeks:					
O 9 months O 10 $\frac{1}{2}$ months O 12 months O Other (specify)					
Explanation of Action:					
Part III: Position/Budget Authorization					
Recommended by Supervisor/Department Head Date Appr Bryan Chuc Digitally signed by Bryan Chuc Digitally signed by Bryan Chuc Dit or Difference Callega. Survivor Callega. Surv				Date	
Approved by Division Chair	email≂bryann@wcjc.edu, c≃US Date: 2019.07.26 14:20:34 -05'00'	Date	Approved by Vice P	resident Date	
			Pam Youngblood Digitally signed by Pam Youngblood D		
Approved by Cabinet Level Supervisor Date			Reviewed by Human Resources		
Pam Youngblood Discussed by the Youngblood Discussed by the Youngblood Discussed by the Youngblood Control Junior Callege, our Vice President of Technology Discussed by Control Contr			Jug 1 1000 7-30-19		
Budget Approval			Approved by President Date		
Pam Youngblood Budget Approval Budget Approval Reg. 821 HR Requisition Number A 1907 0030 Budget Approved by President Reg. 821 HR Requisition Number A 1907 0030 Budget Approved by President Total Approved by President Total Approved by President Budget Approved by President Total Approved by President Budget Approved by President Total Approved by President Budget Approved By Pre					
Reg. 821 HR Requisition	Number A 1907 00	030	/	Revised May 29, 2014	