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| Banner ID # | Last Name Cisneros, Saul | First | Middle Initial | 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 type="radio"/> Temporary <input checked="" type="radio"/> Regular | | <input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date _____) | | <input type="checkbox"/> Other (explain) |
| <input type="radio"/> Full-Time <input checked="" 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. | | |
| CURRENT Division/Unit: | | | Job Vacancy No.: (if applicable) | |
| Job Title/Position: | | | Specialized Area: | |
| Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No | | | Funded in which FY? | |
| Budget Number: | | | Position No. (NBAPOSN): | |
| Compensation: | <input type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain) | Sched _____ Grade _____ Step _____ | Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year | |
| Start Date: | End Date: | <input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract | If temporary, anticipated termination date: | |
| Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify) | | | | |
| PROPOSED Division/Unit: Technology | | | Job Vacancy No.: (if applicable) 1803 A 004 | |
| Job Title/Position: System Administrator | | | Specialized Area Technology | |
| Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No | | Name of Replaced Employee: James Bullock | | Funded in which FY? FY18 |
| Budget Number: 1110-13032-6093-6081 | | | Position No. (NBAPOSN): ITO001 | |
| Compensation: | <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain) | Sched CA Grade 1 Step 16 | Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year | |
| Start Date: 07/18/18 | | <input checked="" type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract | If temporary, anticipated termination date: N/A | |
| 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 Bryan Chuc | | Date | Approved by Dean Date | |
| Approved by Division Chair | | Date | Approved by Vice President Pam Youngblood Date | |
| Approved by Cabinet Level Supervisor Pam Youngblood | | Date | Reviewed by Human Resources <i>Judy J. Jones</i> 07/11/18 Date | |
| Budget Approval <i>B. Youngblood</i> | | Date 7/11/18 | Approved by President <i>Bob Williams</i> 7-12-18 Date | |

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