

Human Resources

Our Team

RECRUITMENT

Human Resources Operations

Risk Management and Health Benefits

CONTRACTS

TITLE IX, CIVIL RIGHTS & INCLUSION

RESOURCES

Documents and Forms

Chosen Name

Human Resources Committee

Job Descriptions: Management

Please Note: These are not open positions. Please go to [Employment Home Page](#) for a list of current job openings.

[Management Salary Schedule](#)

Advance to job descriptions starting with:

[A](#) | [B](#) | [C](#) | [D](#) | [E](#) | [F](#) | [G](#) | [H](#) | [I](#) | [J](#) | [K](#) | [L](#) | [M](#) | [N](#) | [O](#) | [P](#) | [Q](#) | [R](#) | [S](#) | [T](#) | [U](#) | [V](#) | [W](#) | [X](#) | [Y](#) | [Z](#)



All job description can be viewed/downloaded in PDF format. This free software, can be downlc and installed on your computer by selecting the "Get Adobe Reader" icon.

| Job Description | Grade | Designation |
|--|-------|---------------------------|
| Assistant Director, Athletics & Sports Information | I | Classified/Supervisory |
| Assistant Director, Orange County Center of Excellence | H | Classified/Supervisory |
| Assistant to the President | K | Classified/Confidential |
| Assistant to the Vice Chancellor | K | Classified/Confidential |
| Assistant Vice Chancellor, Economic & Workforce Development | A | Classified/Administrative |
| Assistant Vice Chancellor, Educational Services | A | Classified/Administrative |
| Assistant Vice Chancellor, Facility Planning, District Construction & Support Services | A | Classified/Administrative |
| Assistant Vice Chancellor, Fiscal Services | A | Classified/Administrative |
| Assistant Vice Chancellor, Human Resources | A | Classified/Administrative |
| Assistant Vice Chancellor, Human Resources, Investigations and Equity | A | Classified/Administrative |
| Assistant Vice Chancellor, Information Technologies Services | A | Classified/Administrative |
| Assistant Vice President, Student Services | A | Academic/Administrative |
| Associate Dean, Business & Career Technical Education | D | Academic/Supervisory |
| Associate Dean, Admissions and Records | D | Academic/Supervisory |
| Associate Dean, Athletics | D | Academic/Administrative |
| Associate Dean, Criminal Justice Academies | D | Academic/Supervisory |
| Associate Dean, Disabled Students Programs & Services | D | Academic/Supervisory |
| Associate Dean, EOPS | D | Academic/Supervisory |
| Associate Dean, Financial Aid | D | Academic/Supervisory |
| Associate Dean, Fire Technology | D | Academic/Supervisory |
| Associate Dean, Health Science & Nursing | D | Academic/Supervisory |
| Associate Dean, Human Services & Technology | D | Academic/Supervisory |
| Associate Dean, Information & Learning Resources | E | Academic/Supervisory |
| Associate Dean, Instructional & Student Services | D | Academic/Supervisory |
| Associate Dean, Library & Learning Resources | D | Academic/Supervisory |
| Associate Dean, Research, Institutional Effectiveness & Planning | D | Academic/Supervisory |
| Associate Dean, Student Development | D | Academic/Supervisory |

Human Resources

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|--|---|---------------------------|
| Associate Director I, Child Development Center | Q | Academic/Supervisory |
| Associate Director II, Child Development Center | O | Academic/Supervisory |
| Associate Registrar | K | Classified/Supervisory |
| Auxiliary Services Supervisor | J | Classified/Supervisory |
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| Benefits Analyst | L | Classified/Confidential |
| Bookstore Manager | J | Classified/Supervisory |
| Budget Analyst | K | Classified/Confidential |
| Budget & Disbursement Services Manager | E | Classified/Supervisory |
| Budget, Forecasting & Analysis Manager | G | Classified/Supervisory |
| Campus Business Manager | H | Classified/Supervisory |
| Chief Communications Officer | C | Classified/Supervisory |
| Chief District Safety & Security | D | Classified/Supervisory |
| Custodial Supervisor | O | Classified/Supervisory |
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| Dean, Arts, Humanities & Social Sciences | B | Academic/Administrative |
| Dean, Business Division | B | Academic/Administrative |
| Dean, Business & Career Technical Education | B | Academic/Administrative |
| Dean, Counseling | B | Academic/Administrative |
| Dean, Counseling & Student Support Services | B | Academic/Administrative |
| Dean, Educational Access and Student Success | B | Academic/Administrative |
| Dean, Enrollment & Support Services | B | Academic/Administrative |
| Dean, Kinesiology, Health & Athletics | B | Academic/Administrative |
| Dean, Fine & Performing Arts | B | Academic/Administrative |
| Dean, Human Services & Technology | B | Academic/Administrative |
| Dean, Humanities & Social Sciences | B | Academic/Administrative |
| Dean, Institutional Effectiveness, Library & Learning Support Services | B | Academic/Administrative |
| Dean, Instruction & Student Services | B | Academic/Administrative |
| Dean, Mathematics & Science | B | Academic/Administrative |
| Dean, Science, Mathematics & Health Science | B | Academic/Administrative |
| Dean, Student Affairs | B | Academic/Administrative |
| District Administrator Institutional Equity, Compliance and Title IX | A | Classified/Administrative |
| Director, Accounting Audit & Advisory Services | D | Classified/Supervisory |
| Director, Administrative Services | F | Classified/Supervisory |
| Director, Auxiliary Services and Enterprise Operations | D | Classified/Supervisory |
| Director, Grants | F | Classified/Supervisory |
| Director I, Child Development Center | L | Academic/Supervisory |
| Director II, Child Development Center | J | Academic/Supervisory |
| Director, Academic & End User Support Services | D | Classified/Supervisory |
| Director, Accounting, Audit and Advisory Services | D | Classified/Supervisory |

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| Director, Business & Career Technical Education | H | Classified/Supervisory |
| Director Campus Budget & Accounting | G | Classified/Supervisory |
| Director, Child Development Services Quality Assurance | F | Academic/Supervisory |
| Director, College Advancement | G | Classified/Supervisory |
| Director, College Research | F | Classified/Supervisory |
| Director, Continuing Education Support Services | H | Classified/Supervisory |
| Director, Contract Management Systems | G | Classified/Supervisory |
| Director, Criminal Justice Academies Instruction | H | Academic/Supervisory |
| Director, Disabled Students Programs and Services | H | Academic/Supervisory |
| Director, Enterprise Applications Services | D | Classified/Supervisory |
| Director, EOPS CARE NextUp GuardianScholars CalWORKs | H | Academic/Supervisory |
| Director, Facility Planning, Construction & Support Services | C | Classified/Administrative |
| Director, Fire Instruction | H | Academic/Supervisory |
| Director, Football Operations | F | Classified/Supervisory |
| Director, Information Communications Technology/Digital Media Initiative | F | Classified/Supervisory |
| Director, Information Systems | D | Classified/Supervisory |
| Director, Institute for Workforce Development | H | Classified/Supervisory |
| Director, OC Regional Consortium Talent Development & Retention | G | Classified/Supervisory |
| Director, OC Regional Consortium Workforce & Employer Engagement | E | Classified/Supervisory |
| Director, Human Resources | D | Classified/Supervisory |
| Director, Physical Plant and Facilities | F | Classified/Supervisory |
| Director, Public Affairs & Publications | E | Classified/Supervisory |
| Director, Purchasing Services | F | Classified/Supervisory |
| Director, Special Programs | H | Classified/Supervisory |
| Director, Student Health Center | G | Classified/Supervisory |
| Director, Student Information Support | D | Classified/Supervisory |
| Director, Student Support | G | Classified/Supervisory |
| Director, Technology Infrastructure & Support Services | D | Classified/Supervisory |
| Director, Workplace Safety & Risk Management | F | Classified/Supervisory |
| District Accounting Supervisor | I | Classified/Supervisory |
| District Investigator | L | Classified/Confidential |
| District Support Services Supervisor | I | Classified/Supervisory |
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| Enterprise Applications Manager | F | Classified/Supervisory |
| Executive Assistant to the Board of Trustees | I | Classified/Confidential |
| Executive Assistant to the Chancellor | H | Classified/Confidential |
| Executive Director, Child Development Services | C | Academic/Administrative |
| Executive Director, College Advancement | C | Classified/Supervisory |
| Executive Director, District Research, Planning & Institutional Effectiveness | C | Classified/Supervisory |

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| Executive Director, Orange County Regional Consortium | C | Classified/Supervisory |
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| Facilities Manager | I | Classified/Supervisory |
| Facilities Project Manager | E | Classified/Supervisory |
| Facilities Systems Manager | G | Classified/Supervisory |
| Fiscal Services Manager | E | Classified/Supervisory |
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| Graphic Communications Manager | H | Classified/Supervisory |
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| Internal Audit Manager | G | Classified/Supervisory |
| Inventory, Delivery & Storage Supervisor | L | Classified/Supervisory |
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| J | | |
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| K | | |
| K-14 Technical Assistant Provider | F | Classified/Supervisory |
| Lieutenant District Safety & Security | H | Classified/Supervisory |
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| Maintenance Supervisor | O | Classified/Supervisory |
| Management Fellow | N | Classified/Supervisory |
| Manager, Employee Relations and District Investigations | G | Classified/Supervisory |
| Manager, Energy and Sustainability | H | Classified/Supervisory |
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| N | | |
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| O | | |
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| P | | |
| Payroll Manager | G | Classified/Supervisory |
| Principal District Investigator | I | Classified/Supervisory |
| Principal Human Resources Analyst | I | Classified/Supervisory |
| Project Manager | E | Classified/Supervisory |
| Public Information Officer | I | Classified/Supervisory |
| Publications and Electronic Media Manager | H | Classified/Supervisory |
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| Regional Director, Orange County (OC) Center of Excellence | D | Classified/Supervisory |
| Registrar | G | Classified/Supervisory |
| Risk Manager | H | Classified/Supervisory |

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| S | | |
| Senior Human Resources Analyst | L | Classified/Confidential |
| Sergeant District Safety & Security | K | Classified/Supervisory |
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| T | | |
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| V | | |
| Vice President, Academic Affairs | A | Academic/Administrative |
| Vice President, Administrative Services | A | Classified/Administrative |
| Vice President, Continuing Education | A | Academic/Administrative |
| Vice President, Student Services | A | Academic/Administrative |
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| W | | |