II. ADMINISTRATIVE

A. GENERAL ADMINISTRATIVE SERVICES

1. ADMINISTRATIVE SERVICE GROUP

Administrative Assistant, SG 8  
Administrative Officer I, SG 11  
Administrative Officer II, SG 15  
Administrative Officer III, SG 18  
Administrative Officer IV, SG 22#

2. COURT/BOARD SECRETARIES GROUP

Board Secretary I, SG 14

3. CLERICAL/SECRETARIAL/STENOGRAPHIC GROUP

Clerk II, SG 4  
Clerk III, SG 6  
Clerk IV, SG 8  
Stenographer II, SG 6  
Stenographer III, SG 9  
Secretary I, SG 7  
Secretary II, SG 9  
Messenger, SG 2

4. EXECUTIVE ASSISTANCE GROUP

Executive Assistant I, SG 4  
Executive Assistant II, SG 17  
Executive Assistant III, SG 20  
Executive Assistant IV, SG 22  
Executive Assistant V, SG 24#

5. HUMAN RESOURCE MANAGEMENT GROUP

Human Resource Management Aide, SG 4  
Human Resource Management Assistant, SG 8  
Human Resource Management Officer I, SG 11  
Human Resource Management Officer II, SG 15  
Human Resource Management Officer III, SG 18  
Human Resource Management Officer IV, SG 22  
Human Resource Management Officer V, SG 24  
Personnel Specialist II, SG 16  
Senior Personnel Specialist, SG 19  
Junior Scholarship Affairs Officer, SG 11
6. RECORDS MANAGEMENT GROUP

Records Officer I, SG 10
Records Officer II, SG 14
Records Officer III, SG 18
Records Officer IV, SG 22
Records Officer V, SG 24

7. SUPPLY MANAGEMENT GROUP

Buyer I, SG 4
Buyer II, SG 6
Buyer III, SG 9
Buyer IV, SG 11
Buyer V, SG 13
Property Custodian, SG 6
Storekeeper I, SG 4
Storekeeper II, SG 6
Storekeeper III, SG 9
Storekeeper IV, SG 11
Supply Officer I, SG 10
Supply Officer II, SG 14
Supply Officer III, SG 18
Supply Officer IV, SG 22
Supply Officer V, SG 24

8. FINANCIAL SERVICE

1. ACCOUNTING GROUP

Accounting Machine Operator I, SG 5
Accounting Machine Operator II, SG 7
Accounting Machine Operator III, SG 10
Bookkeeper I, SG 8
Senior Bookkeeper, SG 9
Accounting Clerk I, SG 4
Accounting Clerk II, SG 6
Accounting Clerk III, SG 8
Accountant I, SG 11
Accountant II, SG 15
Accountant III, SG 18
Accountant IV, SG 22
Chief Accountant, SG 24
Financial Analyst I, SG 11
Financial Analyst II, SG 15
Financial Analyst III, SG 18
2. AUDITING AND FISCAL EXAMINATION GROUP

Fiscal Examiner I, SG 11
Fiscal Examiner II, SG 15
Fiscal Examiner III, SG 18

3. BUDGETING GROUP

Budgeting Assistant, SG 8
Budget Officer I, SG 11
Budget Officer II, SG 15
Budget Officer III, SG 18
Budget Officer IV, SG 22
Budget Officer V, SG 24

4. CASHIERING GROUP

Cash Clerk I, SG 4
Cash Clerk II, SG 6
Cash Clerk III, SG 8
Cashier I, SG 10
Cashier II, SG 14
Cashier III, SG 18
Cashier IV, SG 22
Cashier V, SG 24
Disbursing Officer I, SG 6
Disbursing Officer II, SG 8

5. MANAGEMENT SERVICE

Management and Audit Assistant, SG 8
Management and Audit Analyst I, SG 11
Management and Audit Analyst II, SG 15
Management and Audit Analyst III, SG 18
Management and Audit Analyst IV, SG 22
Management and Audit Analyst V, SG 24

6. PLANNING SERVICE

INFORMATION TECHNOLOGY GROUP

Auxiliary Machine Operator I, SG 4
Computer Operator I, SG 7
Computer Operator II, SG 9
Computer Operator III, SG 12
Computer Operator IV, SG 14
Computer Programmer I, SG 11
Computer Programmer II, SG 15
Computer Programmer III, SG 18
2. PLANNING GROUP

Planning Officer I, SG 11
Planning Officer II, SG 15
Planning Officer III, SG 18

3. PROJECT DEVELOPMENT AND EVALUATION GROUP

Project Development Officer I, SG 11
Project Development Officer II, SG 15
Project Development Officer III, SG 18
Project Development Officer IV, SG 22
Project Development Officer V, SG 24

4. PRODUCTION PLANNING AND CONTROL GROUP

Production Planning and Control Assistant, SG 8

5. STATISTICS GROUP

Statistician Aide, SG 4
Assistant Statistician, SG 8
Statistician I, SG 11
D. ARCHITECTURE AND ENGINEERING GROUP

1. ARCHITECTURE GROUP

Architect I, SG 12  
Architect II, SG 16  
Architect III, SG 19  
Architect IV, SG 22  
Architect V, SG 24  

2. CARTOGRAPHY GROUP

Cartographer I, SG 6  
Cartographer II, SG 8  

3. DRAFTING GROUP

Draftsman I, SG 6  
Draftsman II, SG 8  
Draftsman III, SG 11  

4. ENGINEERING GROUP

Engineerin Assistant, SG 8  
Engineer I, SG 12  
Engineer II, SG 16  
Engineer III, SG 19  
Engineer IV, SG 22  
Engineer V, SG 24  

E. TRANSPORTATION, COMMUNICATION AND PUBLIC UTILITIES SERVICE

1. AUTOMOTIVE EQUIPMENT OPERATION GROUP

Driver I, SG 3  
Driver II, SG 4  
Chauffeur I, SG 5  
Chauffeur II, SG 6  
Heavy Equipment Operator I, SG 4  
Heavy Equipment Operator II, SG 6  
Motor Pool Dispatcher, SG 6  
Motor Pool Supervisor I, SG 7  
Motor Pool Supervisor II, SG 9  

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2. COMMUNICATIONS DEVELOPMENT, OPERATION AND REPAIR GROUP

Communications Equipment Operator I, SG 4 214
Communications Equipment Operator II, SG 6 215
Communications Equipment Operator III, SG 9 216
Communications Equipment Operator IV, SG 11 217
Senior Communications Development Officer, SG 18 218
Electronics and Communications Equipment Technician I, SG 6 219
Electronics and Communications Equipment Technician II, SG 8 220
Electronics and Communications Equipment Technician III, SG 11 221
Lineman III, SG 8 222
Letter Carrier, SG 6 223

3. MARITIME SERVICE GROUP

Seaman, SG 3 224
Boatswain, SG 4 225
Quartermaster, SG 4 226
Third Mate, SG 13 227
Second Mate, SG 17 228
First Mate, SG 20 229
Ship Master, III, SG 23 230

4. PUBLIC UTILITIES ADMINISTRATION AND REGULATION GROUP

Meter Reader I, SG 4 231
Meter Reader II, SG 6 232
Water Pump Operator, SG 4 233
Waterworks Technician, SG 6 234

F. CRAFTS, TRADES, AND RELATED SERVICE

1. BENCH WORKING GROUP

Master Tailor I, SG 5 235
Master Tailor II, SG 8 236

2. BUILDING, GROUNDS, AND HIGHWAYS CONSTRUCTION AND MAINTENANCE

Carpenter I, SG 3 237
Carpenter II, SG 5 238
Carpenter Foreman, SG 8 239
Carpenter General Foreman, SG 10 240
Construction and Maintenance Foreman, SG 8 241
Construction and Maintenance General Foreman, SG 11 242
Construction Equipment Operator, SG 4 243
Electrical Inspector II, SG 8
Electrician Foreman, SG 9
Electrician General Foreman, SG 11
Electrician I, SG 4
Electrician II, SG 6
Landscaping Supervisor, SG 12
Mason I, SG 3
Mason II, SG 5
Mason Foreman, SG 8
Painter I, SG 3
Painter II, SG 5
Painter Foreman, SG 8
Plumber I, SG 3
Plumber II, SG 5
Plumber Foreman, SG 8
Plumbing and Tinning Inspector, SG 8

3. GENERAL UTILITY SERVICES

Labor Foreman, SG 6
Laborer I, SG 1
Laborer II, SG 3
Labor General Foreman, SG 8
Utility Foreman, SG 6
Utility Worker I, SG 1
Utility Worker II, SG 3

4. LABORATORY SERVICES GROUP

Laboratory Aide I, SG 2
Laboratory Aide II, SG 4
Laboratory Technician I, SG 6
Laboratory Technician II, SG 8
Laboratory Technician III, SG 10

5. MACHINE OPERATION AND REPAIR

Airconditioning Technician I, SG 6
Airconditioning Technician II, SG 8
Marine Engineman I, SG 4
Mechanic I, SG 4
Mechanic II, SG 6
Mechanic III, SG 9
Mechanical Plant Operator I, SG 4
Mechanical Plant Operator II, SG 6
Mechanical Plant Operator III, SG 9
Mechanical Plant Supervisor I, SG 11
Mechanical Plant Supervisor II, SG 13
Mechanical Shop Foreman, SG 11
Mechanical Shop General Foreman, SG 13
6. METAL WORKING GROUP

Blacksmith II, SG 6  
Machine Shop Foreman, SG 11  
Machinist II, SG 6  
Machinist III, SG 9  
Metal Worker II, SG 6  
Welder I, SG 4  
Welder II, SG 6

7. PAPER WORKING GROUP

Bookbinder I, SG 2  
Bookbinder II, SG 4  
Bookbinder III, SG 7  
Bookbinder IV, SG 10  
Paper Cutting Machine Operator II, SG 5  
Paper Cutting Machine Operator III, SG 8  
Reproduction Machine Operator II, SG 4  
Reproduction Machine Operator III, SG 7  
Stitcher II, SG 4

8. PRINTING MACHINE OPERATION GROUP

Electrotyper II, SG 6  
Electrotyper III, SG 9  
Electrotyper IV, SG 11  
Photoengraver II, SG 6  
Press Roller Maker I, SG 3  
Press Roller Maker II, SG 5  
Printing Machine Operator I, SG 4  
Printing Machine Operator II, SG 6  
Printing Machine Operator III, SG 9  
Printing Machine Operator IV, SG 11  
Printing Press Supervisor, SG 13  
Typesetter II, SG 6  
Typesetter III, SG 9

6. SOCIAL SCIENCES AND WELFARE SERVICE

1. HOUSING AND HOMESITE REGULATION GROUP

Housing and Homesite Regulations Officer III, SG 16
2. SOCIAL WELFARE DEVELOPMENT GROUP
   Social Welfare Officer I, SG 4
   Social Welfare Officer II, SG 15
   Social Welfare Officer III, SG 18
   Social Welfare Officer IV, SG 22
   Social Welfare Officer V, SG 24

3. SOCIOLOGY GROUP
   Psychologist II, SG 15

H. INFORMATION, ART AND RÉCÉRÉATION SERVICE

1. AUDIO-VISUAL EQUIPMENT OPERATION AND REPAIR GROUP
   Audio-Visual Equipment Operator I, SG 3
   Audio-Visual Equipment Operator II, SG 5
   Audio-Visual Equipment Operator III, SG 7
   Audio-Visual Aids Technician II, SG 8
   Audio-Visual Aids Technician III, SG 10
   Audio-Visual Aids Technician IV, SG 14

2. ILLUSTRATING GROUP
   Illustrator I, SG 3
   Illustrator II, SG 5
   Artist Illustrator I, SG 6
   Artist Illustrator II, SG 8
   Artist Illustrator III, SG 11
   Creative Arts Specialist I, SG 11
   Creative Arts Specialist II, SG 15
   Creative Arts Specialist III, SG 18

3. INFORMATION DISSEMINATION GROUP
   News Editor II, SG 15
   Publication Circulation Assistant, SG 8
   Publication Circulation Officer I, SG 11
   Information Officer I, SG 11
   Information Officer II, SG 15
   Information Officer III, SG 18
   Information Officer IV, SG 22
4. MEDIA AND MOVIE PRODUCTION GROUP

Movie Equipment Technician II, SG 8 347
Cinematographer II, SG 14 348
Cinematographer III, SG 16 349
Cinematographer IV, SG 18 350
Media Production Aide, SG 5 351
Media Production Assistant, SG 8 352
Media Production Specialist I, SG 11 353
Media Production Specialist II, SG 15 354
Media Production Specialist III, SG 18 355

5. MUSICIANS GROUP

Music Director, SG 11 356

6. PHOTOGRAPHY GROUP

Photographer I, SG 5 357
Photographer II, SG 7 358
Photographer III, SG 10 359
Offset Camera Operator II, SG 8 360
Photolithographic Technician I, SG 6 361

7. PRINTING ADMINISTRATION GROUP

Printing Foreman, SG 9 362
Printing Quality Inspector III, SG 9 363
Printing Quality Control Officer I, SG 10 364
Printing Quality Control Officer II, SG 14 365
Publication Production Supervisor, SG 15 366

8. PROOFREADING GROUP

Proofreader II, SG 6 367

9. PUBLIC RELATIONS GROUP

Public Relations Assistant, SG 8 368
Public Relations Officer I, SG 11 369
Public Relations Officer II, SG 15 370
Public Relations Officer III, SG 18 371

10. RECREATION GROUP

Lifeguard, SG 3 372
1. **MEDICINE AND HEALTH SERVICE**

### DENTISTRY GROUP

- Dental Aide, SG 9 373
- Dentist I, SG 13 374
- Dentist II, SG 16 375
- Dentist III, SG 19 376
- Dentist IV, SG 22 377
- Dentist V, SG 24 378

### DIETETICS GROUP

- Food Technologist I, SG 10 - 379
- Food Technologist II, SG 14 - 380
- Food Technologist III, SG 18 - 381
- Nutritionist-Dietitian I, SG 10 382
- Nutritionist-Dietitian II, SG 14 383
- Nutritionist-Dietitian III, SG 18 384
- Nutritionist-Dietitian IV, SG 20 385
- Nutritionist-Dietitian V, SG 22 386
- Nutritionist-Dietitian VI, SG 24 387

### HEALTH AND SANITATION GROUP

- Sanitation Inspector I, SG 6 388
- Sanitation Inspector II, SG 8 389

### MEDICAL GROUP

- Medical Specialist I, SG 21 390
- Medical Specialist II, SG 22 391
- Medical Specialist III, SG 23 392
- Medical Officer III, SG 18 393
- Medical Officer IV, SG 20 394
- Medical Officer V, SG 22 395
- Medical Officer VI, SG 24 396

### MEDICAL TECHNOLOGY GROUP

- Medical Laboratory Technician II, SG 9 397
- Medical Laboratory Technician III, SG 10 398
- Medical Technologist I, SG 11 399
- Medical Technologist II, SG 15 400
- Medical Technologist III, SG 18 401
- Medical Technologist IV, SG 20 402
- Medical Technologist V, SG 22 403
6. NURSING GROUP

Nursing Attendant I, SG 4
Nursing Attendant II, SG 6
Midwife I, SG 6
Midwife II, SG 8
Nurse I, SG 10
Nurse II, SG 14
Nurse III, SG 16
Nurse IV, SG 18
Nurse V, SG 20
Nurse VI, SG 22
Nurse VII, SG 24
Public Health Nurse I, SG 12
Ward Assistant, SG 7

7. OCCUPATIONAL, PHYSICAL AND SPEECH THERAPY GROUP

Occupational Therapist II, SG 14
Occupational Therapist III, SG 18
Occupational Therapist IV, SG 22
Physical Therapist II, SG 14
Physical Therapist III, SG 18
Physical Therapist IV, SG 22
Speech Language Pathologist II, SG 14

8. PEST CONTROL GROUP

Fumigator, SG 4

9. PHARMACY GROUP

Pharmacist I, SG 10
Pharmacist II, SG 12
Pharmacist III, SG 14
Pharmacist IV, SG 18
Pharmacist V, SG 22
Pharmacist VI, SG 24

10. RADIOLOGIC TECHNOLOGY GROUP**

Radiologic Technologist I, SG 8
Radiologic Technologist II, SG 10
Radiologic Technologist III, SG 13
Radiologic Technologist IV, SG 16
Radiologic Technologist V, SG 18
J. EDUCATION, LIBRARY, MUSEUM AND ARCHIVAL SERVICE

1. EDUCATIONAL RESEARCH, PLANNING AND SUPERVISION GROUP

   Assistant Supervisor of Student Teaching, SG 15  
   Supervisor of Student Teaching, SG 18  
   Education Research Assistant I, SG 9  
   Education Research Assistant II, SG 10  

2. LIBRARY SERVICES GROUP

   Librarian I, SG 10  

3. MUSEUM AND SHRINE CURATION GROUP

   Museum Technician I, SG 6  

4. SCHOOL, COLLEGE, UNIVERSITY AND TRAINING CENTER ADMINISTRATION

   Student Records Officer I, SG 11  
   Student Records Officer II, SG 15  
   Student Records Officer III, SG 18  
   Student Records Officer IV, SG 22  
   Student Records Officer V, SG 24  
   College Business Manager I, SG 16  
   College Business Manager II, SG 19  
   College Business Manager III, SG 22  
   College Business Manager IV, SG 24  

K. AGRARIAN, AGRICULTURAL AND ENVIRONMENTAL RESOURCES SERVICE

1. AGRICULTURAL DEVELOPMENT GROUP

   Agricultural Technician I, SG 6  
   Agricultural Technician II, SG 8  
   Farm Worker I, SG 2  
   Farm Worker II, SG 4  
   Farm Foreman, SG 6  
   Farm Supervisor, SG 8  
   Farm Superintendent I, SG 11  
   Farm Superintendent II, SG 13  
   Farm Superintendent III, SG 18  
   Supervising Agriculturist, SG 22