



ALTERNATE AND FLEXIBLE STAFFING

REFERENCE GUIDE (2024)



COUNTY OF SAN MATEO
HUMAN RESOURCES DEPARTMENT

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FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

Flexible Staffing

DEFINITION

Flexible staffing is a “pattern” of staffing and refers to the relationship that exists between a group of related classifications in regard to a skill level, e.g., Trainee vs. Journey Level. A flexibly staffed classification pattern allows qualifying individuals to promote upwards when the required level of knowledge, skills and abilities have been reached. It also enables departments to hire individuals at any level within the pattern based on their current skill set.

Flex staffing exists when a classification series has two or more levels. The most common flexible staffing pattern consists of a Trainee/Entry Level and a Journey Level. Some series may have a Trainee/Entry Level, a Journey Level, and a Specialist (Advanced Journey) Level. Occasionally, the beginning level is referred to as the Experienced Level, and the second level being the Advanced Level, e.g. Associate Management Analyst and Management Analyst.

Major characteristics to know about flexibly staffed positions:

- A. Flexibly staffed positions provide hiring managers the flexibility to hire at any level in the series depending on applicant’s level of experience.
- B. It provides hiring managers the ability to promote staff to the next higher level based on demonstrated knowledge, skills and abilities without further examination.
- C. Once flexibly promoted, employees cannot return or demote to the previous level.

It should be noted however, that in some flexibly staffed series the levels might have specific certification or experience requirements. Flexible promotion to the higher levels in these cases will require that employee meet the special requirements of the higher level classification. Consult the classification specification of the position for details.

EXAMPLES OF FLEX SERIES

OFFICE ASSISTANT SERIES

- Office Assistant I
- Office Assistant II

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LOCKSMITH SERIES

- Locksmith Trainee
- Locksmith

CIVIL ENGINEER SERIES

- Associate Engineer or Associate Civil Engineer
- Assistant Civil Engineer

IS BUSINESS ANALYST SERIES

- IS Business Analyst I
- IS Business Analyst II

Depending on background and experience upon entry into the job, an employee can be hired at either Trainee or the Journey level.

Trainee Level (a.k.a. Entry Level)

Employees at this level work under close supervision and perform routine duties while learning County and departmental policies and procedures and becoming familiar with County and department operations. Incumbents in the trainee level advance to the higher level after gaining experience and demonstrating required proficiency for the higher level classification in the series.

Journey Level (a.k.a. Experienced Level)

Journey level employees are fully competent and can independently perform the duties of the position. Employees at this level exercise a degree of independent judgment in the application of policies and guidelines in the course of performing the work.

Alternate Staffing

DEFINITION

Alternate Staffing provides managers flexibility to hire into a classification within the series to meet the immediate needs of the department. In an alternate class series, the group of classifications are treated as interchangeable for position control purposes. The decision to fill one classification or another is made by the department based on the skills mix necessary to provide the program services. Note that some classifications within an alternate series may also be flexibly staffed. **Note that Alternate Staffing does not apply to filled positions.**

SAMPLE SCENARIO

John is a Road Maintenance Manager. One of his Road Maintenance Worker I just retired and he now has a vacancy to fill. In reviewing his staffing needs and business demands with his manager, he determined that while he will always have a need for a Maintenance Worker, his more pressing need is to increase staffing for Mechanics.

Road Maintenance Worker I is part of the Road Maintenance Alternate Series. The Series includes the following classifications: Road Maintenance Worker I/II, Road Equipment Operator I/II, Equipment Service Worker I/II, and Equipment Mechanic I/II.

Because Road Maintenance Worker I and Equipment Mechanic I are both part of the same alternate series, John can proceed with converting his vacancy and recruiting for a Mechanic. If the two were not in the same alternate series, John would need to request approval from the Board of Supervisors via a Salary Resolution Amendment to convert the vacancy into a Mechanic.

EXAMPLES OF ALTERNATE SERIES

PATIENT CARE SUPPORT SERIES

- Pharmacy Aide
- Pharmacy Technician
- Dental Assistant

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- Crisis Team Technician
- Operating Room Technician
- Orthopedic Technician

MENTAL HEALTH CASEWORKER SERIES

- Psychiatric Social Worker I/II
- Marriage and Family Therapist I/II
- Mental Health Counselor

IS SUPPORT SERIES

- IS Application Support Analyst I/II/III or Senior
- IS Business Analyst I/II/III or Senior
- IS Client Systems Specialist I/II/III or Senior
- IS Communications Specialist I/II/III or Senior
- IS Data Specialist I/II/III or Senior
- IS Systems Specialist I/II/III or Senior

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Alternately Staffed Classifications

B024S - Deputy District Attorney Series

- B021 - Deputy District Attorney IV - Unclassified
- B022 - Deputy District Attorney III - Unclassified
- B023 - Deputy District Attorney II - Unclassified
- B024 - Deputy District Attorney I - Unclassified
- B034 - Law Clerk - Unclassified

B107S - Social Worker/CS Social Worker Series

- B106 - Social Worker III - Unclassified
- B107 - Social Worker I - Unclassified
- B108 - Social Worker II - Unclassified
- B286 - Children's Services Social Worker I - Unclassified
- B287 - Children's Services Social Worker II - Unclassified
- B288 - Children's Services Social Worker III - Unclassified

B112S - Mental Hlth Case Wrkr Series

- B104 - Mental Health Counselor I - Unclassified
- B105 - Mental Health Counselor II - Unclassified
- B109 - Marriage and Family Therapist II - Unclassified
- B110 - Marriage and Family Therapist I - Unclassified
- B111 - Psychiatric Social Worker II - Unclassified
- B112 - Psychiatric Social Worker I - Unclassified

B114S - Public Hlth Educ Series

- B114 - Public Health Educator - Unclassified
- B115 - Health Education Associate - Unclassified

B160S - First 5 Program Specialist Series

- B160 - First 5 Program Specialist I - Unclassified
- B161 - First 5 Program Specialist II - Unclassified
- B165 - First 5 Research and Evaluation Specialist - Unclassified
- B414 - First 5 Senior Program Specialist - Unclassified

B182S - Community Program Spec Series

- B180 - Senior Community Program Specialist - Unclassified
- B181 - Community Program Specialist II - Unclassified
- B182 - Community Program Specialist I - Unclassified

B217S - C/CAG Programs Specialist Series

- B217 - C/CAG Program Specialist I - Unclassified
- B218 - C/CAG Program Specialist II - Unclassified

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B413 - Senior C/CAG Program Specialist - Unclassified

B239S - Leg Aide/Sr Aide/Exec Asst Series

B027 - Executive Assistant to the BOS - Confidential/Unclassified

B239 - Legislative Aide - Unclassified

B241 - Senior Legislative Aide - Unclassified

E030S - Accountant Series

E010 - Accountant II - Exempt

E011 - Accountant II

E030 - Accountant I

F005S - Mental Health Supervisor Series

F005 - Supervising Mental Health Clinician - Exempt

F006 - Supervising Mental Health Psychologist - Exempt

F194 - Supervising Psychologist - Exempt

F009S - Patient Care Series

B082 - Medical Services Assistant II - Unclassified

B099 - Nurse Practitioner - Unclassified

B154 - Licensed Psychiatric Technician - Unclassified

B155 - Licensed Vocational Nurse - Unclassified

B311 - Correctional Health Nurse Trainee - Unclassified

B312 - Correctional Health Nurse - Unclassified

F009 - Nurse Practitioner

F011 - Clinical Nurse

F013 - Ambulatory Care Nurse Trainee

F014 - Ambulatory Care Nurse

F015 - Correctional Health Nurse Trainee

F018 - Correctional Health Nurse

F019 - Critical Care Nurse Trainee

F020 - Licensed Vocational Nurse

F021 - Nurse Practitioner Trainee

F022 - Critical Care Nurse

F024 - Infusion Nurse Trainee

F025 - Infusion Nurse

F026 - Long Term Care Nurse Trainee

F027 - Long Term Care Nurse

F028 - Medical Surgical Nurse Trainee

F031 - Medical Surgical Nurse

F033 - Perioperative Nurse Trainee

F034 - Perioperative Nurse

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F035 - Psychiatric Nurse Trainee
F037 - Psychiatric Nurse
F077 - Medical Services Assistant I
F079 - Medical Services Assistant II
F109 - Physician's Assistant
F120 - Licensed Psychiatric Technician

F039S - Patient Care Support Series

B086 - Dental Assistant - Unclassified
B098 - Pharmacy Technician - Unclassified
F039 - Dental Assistant
F053 - Pharmacy Buyer
F058 - Pharmacy Technician
F060 - Pharmacy Aide
F063 - Registered Dental Assistant
F068 - Orthopedic Technician
F084 - Operating Room Technician
F121 - Crisis Team Technician

F056S - Senior Health Education Series

F054 - Senior Community Health Planner
F056 - Senior Public Health Educator

F075S - Radiologic Technician Series

B072 - Radiologic Technologist III - Unclassified
F045 - Senior Electrograph Technician
F072 - Radiology Assistant
F075 - Radiologic Technologist I
F081 - Ultrasonographer II
F082 - Lead Ultrasonographer
F087 - Ultrasonographer I
F088 - Cardiac Sonographer I
F089 - Cardiac Sonographer II
F091 - Lead Cardiac Sonographer
F118 - Lead Radiologic Technologist
F119 - Radiologic Technologist II
F125 - Radiologic Technologist III

F122S - Physician Series

F122 - Child Psychiatrist
F123 - Staff Physician - Pediatrics
F124 - Staff Physician

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

F140 - Adult Psychiatrist

F127S - Supervising Physician Series

F127 - Supervising Physician

F128 - Supervising Child Psychiatrist

F129 - Supervising Physician - Pediatrics

F142 - Supervising Adult Psychiatrist

F171S - Rehabilitation Therapist Series

F003 - Speech Pathologist

F044 - Therapy Aide

F166 - Therapy Assistant

F171 - Physical Therapist I

F172 - Physical Therapist II

F174 - Occupational Therapist I

F175 - Occupational Therapist II

F181 - Physical Therapist I, California Children's Services

F182 - Physical Therapist II, California Children's Services

F184 - Occupational Therapist I, California Children's Services

F185 - Occupational Therapist II, California Children's Services

G040S - Mental Health Case Worker Series

G035 - Psychiatric Social Worker II

G040 - Psychiatric Social Worker I

G118 - Mental Health Counselor II

G119 - Mental Health Counselor I

G120 - Marriage And Family Therapist II

G121 - Marriage And Family Therapist I

G071S - Benefits Analyst Series

B123 - Benefits Analyst I - Unclassified

B124 - Benefits Analyst II - Unclassified

B202 - Benefits Analyst III - Unclassified

G070 - Benefits Analyst II

G071 - Benefits Analyst I

G085S - Public Health Education Series

F055 - Community Health Planner

F057 - Public Health Educator

G085 - Health Education Associate

G098S - Social Worker/Children's Svcs Social Worker Series

G090 - Children's Services Social Worker I

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G091 - Children's Services Social Worker II
G092 - Children's Services Social Worker III
G096 - Social Worker III
G097 - Social Worker II
G098 - Social Worker I

G115S - Peer Support Worker/Specialist Series

G115 - Peer Support Worker I
G116 - Peer Support Worker II
G191 - Peer Support Specialist I
G192 - Peer Support Specialist II

G243S - Program Coordinator Series

G243 - Program Coordinator I
G244 - Program Coordinator II
G249 - Program Coordinator I - Confidential
G250 - Program Coordinator II - Confidential

I091S - Project/Program Associate Series

I091 - Project/Program Associate I
I092 - Project/Program Associate II
I093 - Project/Program Associate III
I094 - Project/Program Associate IV
I096 - Project/Program Associate V

J083S - Resource Conservation/Sustainability Specialist Series

J080 - Senior Sustainability Specialist
J081 - Resource Conservation Specialist III
J082 - Resource Conservation Specialist I
J083 - Resource Conservation Specialist II

N045S - Engineer Series

N009 - Senior Engineer - I
N018 - Associate Engineer
N020 - Associate Civil Engineer
N033 - Assistant Engineer
N060 - Construction Inspector I
N062 - Construction Inspector II

R065S - Planner Series

R040 - Planner III
R050 - Planner II
R060 - Planner I

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

R065 - Planning Technician

S024S - Dietitian Series

S021 - Dietitian II

S024 - Dietitian I

T090S - Road Worker Series

N063 - Wastewater Collection Worker I

N064 - Wastewater Collection Worker II

T080 - Road Equipment Operator II

T081 - Road Equipment Operator I

T085 - Road Maintenance Worker II

T090 - Road Maintenance Worker I

T093 - Equipment Mechanic Trainee

T095 - Equipment Mechanic II

T100 - Equipment Mechanic I

V260S - IS Support Series

B194 - IS Business Analyst II - Unclassified

V260 - IS Application Support Analyst I

V261 - IS Application Support Analyst II

V262 - IS Application Support Analyst III

V263 - IS Application Support - Senior

V264 - IS Business Analyst I

V265 - IS Business Analyst II

V266 - IS Business Analyst III

V267 - IS Business Analyst - Senior

V268 - IS Client Systems Specialist I

V269 - IS Client Systems Specialist II

V270 - IS Client Systems Specialist III

V271 - IS Client Systems Specialist - Senior

V272 - IS Data Specialist I

V273 - IS Data Specialist II

V274 - IS Data Specialist III

V275 - IS Data Specialist - Senior

V276 - IS Systems Specialist I

V277 - IS Systems Specialist II

V278 - IS Systems Specialist III

V279 - IS Systems Specialist - Senior

V280 - IS Communications Specialist I

V281 - IS Communications Specialist II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

V282 - IS Communications Specialist III

V283 - IS Communications Specialist - Senior

V300S - IS Supervisor Series

V300 - IS Business Supervisor

V301 - IS Client Systems Supervisor

V302 - IS Data Supervisor

V303 - IS Systems Supervisor

V304 - IS Application Support Supervisor

V307 - IS Communications Supervisor

V400S - EHR Analyst Series

V400 - Electronic Health Record Analyst I

V401 - Electronic Health Record Analyst II

V402 - Electronic Health Record Analyst III

V403 - Electronic Health Record Supervisor

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Flexibly Staffed Classifications

AA - Auditor/Appraiser I/II Flexible Staff Series

U078 - Auditor - Appraiser II
U079 - Auditor - Appraiser I

AC - Accountant I/II Flexible Staff Series

E010 - Accountant II - Exempt
E011 - Accountant II
E030 - Accountant I
E539 - Accountant I - Confidential
E540 - Accountant II - Confidential

AE - Appraiser I/II-Unclassified Flexible Staff Series

B304 - Appraiser I - Unclassified
B305 - Appraiser II - Unclassified

AM - Auto Mechanic and Trainee Flexible Staff Series

W038 - Automotive Mechanic
W039 - Automotive Mechanic Trainee

AN - Retirement Accountant I/II Flexible Staff Series

E489 - Retirement Accountant I
E490 - Retirement Accountant II

AO - Airport Operations Specialist I/II Flexible Staff Series

M002 - Airport Operations Specialist II
M003 - Airport Operations Specialist I

AP - Appraiser I/II, RP Appraiser Technician Flexible Staff Series

U074 - Appraiser II
U076 - Appraiser I

AR - Assessor/Recorder Technician I/II Flexible Staff Series

E321 - Assessor / Recorder Technician I
E322 - Assessor / Recorder Technician II

AS - Auto Service Worker I/II Flexible Staff Series

W040 - Automotive Service Worker II
W041 - Automotive Service Worker III
W121 - Automotive Service Worker I

AT - Accountant I/II-Unclassified Flexible Staff Series

B001 - Accountant I - Unclassified
B002 - Accountant II - Unclassified

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

BA - Benefits Analyst I/II Flexible Staff Series

G070 - Benefits Analyst II
G071 - Benefits Analyst I

BE - Benefits Analyst I/II-Unclassified Flexible Staff Series

B123 - Benefits Analyst I - Unclassified
B124 - Benefits Analyst II - Unclassified

BH - Behavioral Health & Recovery Services Analyst I/II Flexible Staff Series

G078 - Behavioral Health And Recovery Services Analyst I
G079 - Behavioral Health And Recovery Services Analyst II

BHU - Behavioral Hlth & Recovery Svcs Analyst I/II - Unclassified Flexible Staff Series

B278 - Behavioral Health & Recovery Svcs Analyst I - Unclassified
B279 - Behavioral Health & Recovery Svcs Analyst II - Unclassified

BI - Building Inspector I/II/III Flexible Staff Series

J057 - Building Inspector I
J058 - Building Inspector II
J059 - Building Inspector III

BO - Biologist/Standards Specialist I/II/III/IV-Unclassified Flexible Staff Series

B093 - Biologist / Standards Specialist I - Unclassified
B094 - Biologist / Standards Specialist II - Unclassified
B095 - Biologist / Standards Specialist III - Unclassified
B096 - Biologist / Standards Specialist IV - Unclassified

BP - Building Permit Technician I/II/III Flexible Staff Series

J060 - Building Permit Technician I
J061 - Building Permit Technician II
J066 - Building Permit Technician III

BS - Biologist/Standard Specialist I/II/III/IV Flexible Staff Series

J062 - Biologist / Standards Specialist I
J063 - Biologist / Standards Specialist II
J064 - Biologist / Standards Specialist III
J065 - Biologist / Standards Specialist IV

BU - Buyer I/II/Purchasing Technician Flexible Staff Series

E125 - Buyer II
E140 - Buyer I

BX - Building Plans Examiner I/II Flexible Staff Series

J068 - Building Plans Examiner I
J069 - Building Plans Examiner II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

CA - Child Support Attorney I/II/III/IV Flexible Staff Series

- B146 - Child Support Attorney I - Unclassified
- B147 - Child Support Attorney II - Unclassified
- B148 - Child Support Attorney III - Unclassified
- B149 - Child Support Attorney IV - Unclassified

CC - Code Compliance Officer I/II/III Flexible Staff Series

- R004 - Code Compliance Officer I
- R005 - Code Compliance Officer II
- R007 - Code Compliance Officer III

CD - Communications Dispatcher I/II Flexible Staff Series

- V048 - Communications Dispatcher II
- V050 - Communications Dispatcher I

CE - Case Management/Assessment Specialist I/II/III Flexible Staff Series

- G239 - Case Management / Assessment Specialist I
- G240 - Case Management / Assessment Specialist II
- G241 - Case Management / Assessment Specialist III

CF - Child Support Specialist I/II Flexible Staff Series

- E290 - Child Support Specialist I
- E291 - Child Support Specialist II

CG - Case Management/Assessment Specialist I/II/III-Unclassified Flexible Staff Series

- B012 - Case Management / Assessment Specialist I - Unclassified
- B013 - Case Management / Assessment Specialist II - Unclassified
- B332 - Case Management / Assessment Specialist III - Unclassified

CH - Child Support Analyst I/II-Unclassified Series Flexible Staff Series

- B227 - Child Support Analyst I - Unclassified
- B228 - Child Support Analyst II - Unclassified

CI - Construction Inspector I/II Flexible Staff Series

- N060 - Construction Inspector I
- N062 - Construction Inspector II

CK - Cook I/II Flexible Staff Series

- S027 - Cook II
- S030 - Cook I

CL - Residential Counselor I/II Flexible Staff Series

- G025 - Residential Counselor I
- G027 - Residential Counselor II

CM - Criminalist I/II-Unclassified Flexible Staff Series

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

B121 - Criminalist II - Unclassified

B122 - Criminalist I - Unclassified

CMH - Clinical Services Manager I/II - Mental Health Series Flexible Staff Series

D054 - Clinical Services Manager I - Mental Health

D055 - Clinical Services Manager II - Mental Health

CN - Community Program Analyst I/II Flexible Staff Series

G245 - Community Program Analyst I

G246 - Community Program Analyst II

CP - Community Program Specialist I/II Flexible Staff Series

G226 - Community Program Specialist I

G227 - Community Program Specialist II

CR - Forensic Spec/Criminalist I/II Flexible Staff Series

H028 - Criminalist II

H029 - Criminalist I

CS - Community Program Specialist I/II-Unclassified Flexible Staff Series

B181 - Community Program Specialist II - Unclassified

B182 - Community Program Specialist I - Unclassified

CSO - Community Services Officer I/II Flexible Staff Series

T073 - Community Services Officer II

T074 - Community Services Officer I

CT - Contract Administrator I/II Flexible Staff Series

G247 - Contract Administrator I

G248 - Contract Administrator II

CU - Community Worker I/II- Unclassified Flexible Staff Series

B183 - Community Worker I - Unclassified

B184 - Community Worker II - Unclassified

CW - Community Worker I/II Flexible Staff Series

G112 - Community Worker I

G113 - Community Worker II

DA - Deputy District Attorney I/II/III/IV/Law Clerk Flexible Staff Series

B021 - Deputy District Attorney IV - Unclassified

B022 - Deputy District Attorney III - Unclassified

B023 - Deputy District Attorney II - Unclassified

B024 - Deputy District Attorney I - Unclassified

B034 - Law Clerk - Unclassified

DF - Department Facilities Projects Coordinator I/II Series Flexible Staff Series

N106 - Department Facilities Projects Coordinator I

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

N107 - Department Facilities Projects Coordinator II

DP - Deputy County Counsel I/II/III/IV Flexible Staff Series

B036 - Deputy County Attorney IV - Unclassified

B037 - Deputy County Attorney III - Unclassified

B038 - Deputy County Attorney II - Unclassified

B039 - Deputy County Attorney I - Unclassified

DS - Deputy Sheriff/Deputy Sheriff Trainee Flexible Staff Series

H060 - Deputy Sheriff

H061 - Deputy Sheriff Trainee

DT - Drafting Technician I/II Flexible Staff Series

N052 - Drafting Technician II

N053 - Drafting Technician I

DY - Staff Physician/Child Psychiatrist Flexible Staff Series

F122 - Child Psychiatrist

F124 - Staff Physician

F140 - Adult Psychiatrist

EE - Environmental Health Technician I/II-Unclassified Flexible Staff Series

B302 - Environmental Health Technician I - Unclassified

B303 - Environmental Health Technician II - Unclassified

EG - Electrograph Technician I/II Flexible Staff Series

B074 - Electrograph Technician I - Unclassified

B075 - Electrograph Technician II - Unclassified

F107 - Electrograph Technician I

F108 - Electrograph Technician II

EH - Environmental Health Specialist I/II/III Flexible Staff Series

J046 - Environmental Health Specialist II

J048 - Environmental Health Specialist I

J049 - Environmental Health Specialist III

EHR - Electronic Health Record Analyst I/II Flexible Staff Series

V400 - Electronic Health Record Analyst I

V401 - Electronic Health Record Analyst II

EI - Environmental Health Specialist I/II/III-Unclassified Flexible Staff Series

B005 - Environmental Health Specialist I - Unclassified

B006 - Environmental Health Specialist II - Unclassified

B009 - Environmental Health Specialist III - Unclassified

EL - Elections Specialist I/II Flexible Staff Series

E166 - Elections Specialist I

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E167 - Elections Specialist II

EM - Equipment Mechanic I/II Flexible Staff Series

T093 - Equipment Mechanic Trainee

T095 - Equipment Mechanic II

T100 - Equipment Mechanic I

EN - Asst/Assoc Eng/Assoc Civil Engineer Flexible Staff Series

N018 - Associate Engineer

N020 - Associate Civil Engineer

N033 - Assistant Engineer

EP - Epidemiologist I/II Flexible Staff Series

F002 - Epidemiologist II

F007 - Epidemiologist I

EQ - Equipment Services Worker I/II Flexible Staff Series

T110 - Equipment Services Worker I

T112 - Equipment Services Worker II

ES - Employment Services Specialist I/II Flexible Staff Series

G237 - Employment Services Specialist I

G238 - Employment Services Specialist II

ET - Employment Services Specialist/II-Unclassified Flexible Staff Series

B143 - Employment Services Specialist I - Unclassified

B144 - Employment Services Specialist II - Unclassified

EV - Environmental Health Technician I/II Flexible Staff Series

J039 - Environmental Health Technician I

J040 - Environmental Health Technician II

FI - Fraud Investigator I/II Flexible Staff Series

G065 - Fraud Investigator I

G066 - Fraud Investigator II

FM - Family Support Officer I/II Flexible Staff Series

E435 - Child Support Analyst II

E436 - Child Support Analyst I

FO - Fiscal Office Assistant I/II Flexible Staff Series

E346 - Fiscal Office Assistant I

E347 - Fiscal Office Assistant II

E465 - Fiscal Office Assistant I - Confidential

E466 - Fiscal Office Assistant II - Confidential

FP - First 5 Program Specialist I/II-Unclassified Flexible Staff Series

B160 - First 5 Program Specialist I - Unclassified

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

B161 - First 5 Program Specialist II - Unclassified

FW - Food Services Worker I/II Flexible Staff Series

S037 - Food Service Worker II

S038 - Food Service Worker I

GA - GIS Analyst I/II/III Series Flexible Staff Series

V058 - GIS Analyst I

V059 - GIS Analyst II

V060 - GIS Analyst III

GC - Deputy Public Guardian/Conservator I/II/III Flexible Staff Series

G217 - Deputy Public Guardian Conservator III

G220 - Deputy Public Guardian Conservator I

G225 - Deputy Public Guardian Conservator II

GIS - GIS Technician I/II/III Series Flexible Staff Series

V054 - GIS Technician I

V055 - GIS Technician II

V056 - GIS Technician III

GS - Group Supervisor I/II Flexible Staff Series

C004 - Group Supervisor I

C005 - Group Supervisor II

HB - Health Benefits Analyst I/II Flexible Staff Series

E483 - Health Benefits Analyst I

E484 - Health Benefits Analyst II

HC - Housing/Community Development Specialist I/II/III Flexible Staff Series

R001 - Housing / Community Development Specialist I

R002 - Housing / Community Development Specialist II

R003 - Housing / Community Development Specialist III

HM - Hazardous Materials Specialist I/II/III Flexible Staff Series

J001 - Hazardous Materials Specialist I

J003 - Hazardous Materials Specialist II

J004 - Hazardous Materials Specialist III

HN - Hazardous Materials Specialist I/II/III-Unclassified Flexible Staff Series

B033 - Hazardous Materials Specialist I - Unclassified

B052 - Hazardous Materials Specialist II - Unclassified

B053 - Hazardous Materials Specialist III - Unclassified

HS - Human Services Analyst I/II Flexible Staff Series

G230 - Human Services Analyst I

G231 - Human Services Analyst II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

HU - Human Services Analyst I/II-Unclassified Flexible Staff Series

B061 - Human Services Analyst II - Unclassified

B062 - Human Services Analyst I - Unclassified

IA - Internal Auditor I/II Flexible Staff Series

E094 - Internal Auditor II

E095 - Internal Auditor I

IM - Ultrasonographer/Cardiac Sonographer I/II Flexible Staff Series

F081 - Ultrasonographer II

F087 - Ultrasonographer I

F088 - Cardiac Sonographer I

F089 - Cardiac Sonographer II

IS - Investment Services Specialist I/II Flexible Staff Series

E014 - Investment Services Specialist I

E015 - Investment Services Specialist II

ISAP - IS Application Support Analyst I/II Series Flexible Staff Series

V260 - IS Application Support Analyst I

V261 - IS Application Support Analyst II

ISAPC - IS Application Support Analyst I/II - Confidential Series Flexible Staff Series

V404 - IS Application Support Analyst I - Confidential

V405 - IS Application Support Analyst II - Confidential

ISBA - IS Business Analyst I/II Series Flexible Staff Series

V264 - IS Business Analyst I

V265 - IS Business Analyst II

V266 - IS Business Analyst III

ISCC - IS Communications Specialist I/II Series Flexible Staff Series

V280 - IS Communications Specialist I

V281 - IS Communications Specialist II

ISCS - IS Client Systems Specialist Series I/II Flexible Staff Series

V268 - IS Client Systems Specialist I

V269 - IS Client Systems Specialist II

ISDS - IS Data Specialist Series I/II Flexible Staff Series

V272 - IS Data Specialist I

V273 - IS Data Specialist II

ISSS - IS Systems Specialist Series I/II Flexible Staff Series

V276 - IS Systems Specialist I

V277 - IS Systems Specialist II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

JD - Job Development Specialist I/II Flexible Staff Series

G234 - Job Development Specialist I
G235 - Job Development Specialist II

JS - Job Development Specialist I/II-Unclassified Flexible Staff Series

B140 - Job Development Specialist I - Unclassified
B141 - Job Development Specialist II - Unclassified

LA - Library Assistant I/II Flexible Staff Series

K009 - Library Assistant I
K010 - Library Assistant II

LB - Librarian I/II Flexible Staff Series

K001 - Librarian I
K002 - Librarian II

LI - Leap Improvement System Manager I/II Series Flexible Staff Series

D097 - Leap Improvement Systems Manager I
D098 - Leap Improvement Systems Manager II

LK - Locksmith/Locksmith Trainee Flexible Staff Series

T027 - Locksmith
T028 - Locksmith Trainee

LM - Library Branch Manager Series Flexible Staff Series

D188 - Library Branch Manager I
D189 - Library Branch Manager II

LO - Legal Office Assistant I/II Flexible Staff Series

E372 - Legal Office Assistant I
E373 - Legal Office Assistant II

LS - Legal Secretary I/II Flexible Staff Series

E377 - Legal Secretary I
E378 - Legal Secretary II
E381 - Legal Secretary I - Confidential
E382 - Legal Secretary II - Confidential

LT - Library Technician I/II Flexible Staff Series

K012 - Library Technician II
K014 - Library Technician I

LU - Legal Office Assistant I/II-Unclassified Flexible Staff Series

B137 - Legal Office Assistant I - Unclassified
B138 - Legal Office Assistant II - Unclassified

LX - Legal Secretary I/II Flexible Staff Series

MA - Associate/Management Analyst Flexible Staff Series

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

D181 - Management Analyst

D182 - Associate Management Analyst

MB - Public Health Microbiologist I/II Flexible Staff Series

F065 - Public Health Microbiologist I

F066 - Public Health Microbiologist II

MC - Marriage & Family Therapist I/II-Unclassified Flexible Staff Series

B109 - Marriage And Family Therapist II - Unclassified

B110 - Marriage And Family Therapist I - Unclassified

MF - Marriage & Family Therapist I/II Flexible Staff Series

G120 - Marriage And Family Therapist II

G121 - Marriage And Family Therapist I

MG - Mental Health Counselor I/II-Unclassified Flexible Staff Series

B104 - Mental Health Counselor I - Unclassified

B105 - Mental Health Counselor II - Unclassified

MH - Mental Health Counselor I/II Flexible Staff Series

G118 - Mental Health Counselor II

G119 - Mental Health Counselor I

MO - Medical Office Assistant I/II Flexible Staff Series

E416 - Medical Office Assistant I

E417 - Medical Office Assistant II

MR - Medical Records Trainee/Technician Flexible Staff Series

E303 - Medical Records Technician II

E304 - Medical Records Technician I

MS - Medical Office Assistant I/II-Unclassified Flexible Staff Series

B077 - Medical Office Assistant I - Unclassified

B078 - Medical Office Assistant II - Unclassified

MT - Clinical Laboratory Scientist I/II Flexible Staff Series

B040 - Clinical Laboratory Scientist I - Unclassified

B041 - Clinical Laboratory Scientist II - Unclassified

F023 - Clinical Laboratory Scientist II

F074 - Clinical Laboratory Scientist I

MU - Management Analyst I/II/III-Unclassified Flexible Staff Series

B220 - Associate Management Analyst - Unclassified

B221 - Management Analyst - Unclassified

MV - Medical Records Coder I/II/III Flexible Staff Series

E305 - Medical Records Coder I

E306 - Medical Records Coder II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

E307 - Medical Records Coder III
E308 - Clinical Documentation Specialist

NP - Nurse Practitioner/Nurse Practitioner Trainee Flexible Staff Series

F009 - Nurse Practitioner
F021 - Nurse Practitioner Trainee

NR - Natural Resource Specialist I/II/III Series Flexible Staff Series

J084 - Natural Resource Specialist I
J085 - Natural Resource Specialist II
J086 - Natural Resource Specialist III

OA - Office Assistant I/II Flexible Staff Series

E334 - Office Assistant I
E335 - Office Assistant II
E471 - Office Assistant I - Confidential
E472 - Office Assistant II - Confidential

OC - Occupational Therapist I/II Flexible Staff Series

B064 - Occupational Therapist I - Unclassified
B065 - Occupational Therapist II - Unclassified
F174 - Occupational Therapist I
F175 - Occupational Therapist II

OT - Occupational Therapist, CCS I/II Flexible Staff Series

F184 - Occupational Therapist I, California Children's Services
F185 - Occupational Therapist II, California Children's Services

OV - Overpayment and Collections Analyst I/II Flexible Staff Series

G074 - Overpayments and Collections Analyst II
G075 - Overpayments and Collections Analyst I

PA - Patient Services Assistant I/II Flexible Staff Series

E411 - Patient Services Assistant I
E412 - Patient Services Assistant II

PB - Patient Services Assistant I/II-Unclassified Flexible Staff Series

B083 - Patient Services Assistant I - Unclassified
B084 - Patient Services Assistant II - Unclassified

PC - Rehabilitation Production Supervisor I/II-Unclassified Flexible Staff Series

B171 - Rehabilitation Production Supervisor I - Unclassified
B172 - Rehabilitation Production Supervisor II - Unclassified

PCR - Program Counselor I/II Flexible Staff Series

G106 - Program Counselor I
G107 - Program Counselor II

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

PD - Rehabilitation Production Supervisor I/II Flexible Staff Series

F041 - Rehabilitation Production Supervisor I
F043 - Rehabilitation Production Supervisor II

PE - Peer Support Worker I/II Unclassified Series Flexible Staff Series

B186 - Peer Support Worker I - Unclassified
B187 - Peer Support Worker II - Unclassified

PF - Planner I/II/III-Unclassified Flexible Staff Series

B056 - Planner III - Unclassified
B057 - Planner II - Unclassified
B058 - Planner I - Unclassified

PG - Program Coordinator I/II Flexible Staff Series

G243 - Program Coordinator I
G244 - Program Coordinator II
G250 - Program Coordinator II - Confidential

PH - Physical Therapist, CCS I/II Flexible Staff Series

F181 - Physical Therapist I, California Children's Services
F182 - Physical Therapist II, California Children's Services

PI - Peer Support Worker I/II-Peer Support Specialist I/II Series Flexible Staff Series

G115 - Peer Support Worker I
G116 - Peer Support Worker II
G191 - Peer Support Specialist I
G192 - Peer Support Specialist II

PK - Park Ranger I/II Flexible Staff Series

L040 - Park Ranger I
L041 - Park Ranger II

PL - Public Health Laboratory Technician I/II Flexible Staff Series

F158 - Public Health Laboratory Technician I
F159 - Public Health Laboratory Technician II

PM - Deputy Probation Officer I/II/III-Unclassified Flexible Staff Series

B117 - Deputy Probation Officer III - Unclassified
B118 - Deputy Probation Officer II - Unclassified
B119 - Deputy Probation Officer I - Unclassified

PN - Planner I/II/III/Technician Flexible Staff Series

R040 - Planner III
R050 - Planner II
R060 - Planner I

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

R065 - Planning Technician

PO - Deputy Probation Officer I/II/III Flexible Staff Series

C001 - Deputy Probation Officer I

C002 - Deputy Probation Officer II

C003 - Deputy Probation Officer III

PP - Project/Program Associate I/II/III/IV Series Flexible Staff Series

I091 - Project/Program Associate I

I092 - Project/Program Associate II

I093 - Project/Program Associate III

I094 - Project/Program Associate IV

I096 - Project/Program Associate V

PS - Psychiatric Social Worker I/II Flexible Staff Series

G035 - Psychiatric Social Worker II

G040 - Psychiatric Social Worker I

PT - Physical Therapist I/II Flexible Staff Series

F171 - Physical Therapist I

F172 - Physical Therapist II

PU - Deputy Public Administrator I/II Flexible Staff Series

G223 - Deputy Public Administrator I

G224 - Deputy Public Administrator II

PV - Psychiatric Social Worker I/II-Unclassified Flexible Staff Series

B111 - Psychiatric Social Worker II - Unclassified

B112 - Psychiatric Social Worker I - Unclassified

PW - Public Works Technician I/II Flexible Staff Series

N010 - Public Works Technician I

N011 - Public Works Technician II

PX - Public Works Technician I/II-Unclassified Flexible Staff Series

B192 - Public Works Technician I - Unclassified

B193 - Public Works Technician II - Unclassified

PZ - Psychologist I/II-Unclassified Flexible Staff Series

B045 - Psychologist I - Unclassified

B046 - Psychologist II - Unclassified

RB - RETIREMENT FINANCIAL ANALYST I/II Flexible Staff Series

E052 - Retirement Financial Analyst I

E053 - Retirement Financial Analyst II

RC - Records Center Asst I/II Flexible Staff Series

E459 - Records Center Assistant I

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

E460 - Records Center Assistant II

RD - Dental Assistant/Registered Dental Assist Series Flexible Staff Series

F063 - Registered Dental Assistant

RE - Road Equipment Operator I/II Flexible Staff Series

T080 - Road Equipment Operator II

T081 - Road Equipment Operator I

RH - Respiratory Therapist I/II/III Flexible Staff Series

F130 - Respiratory Therapist I

F132 - Respiratory Therapist II

F134 - Respiratory Therapist III

RN - Retirement Accounting Technician I/II Flexible Staff Series

E032 - Retirement Accounting Technician I

E033 - Retirement Accounting Technician II

RP - Real Property Agent I/II/III Flexible Staff Series

U003 - Real Property Agent III

U004 - Real Property Agent II

U005 - Real Property Agent I

RR - Resource Conservation Specialist I/II/III - Unclassified Flexible Staff Series

B011 - Resource Conservation Specialist III - Unclassified

B047 - Resource Conservation Specialist I - Unclassified

B048 - Resource Conservation Specialist II - Unclassified

RS - Resource Conservation Specialist I/II/III Flexible Staff Series

J081 - Resource Conservation Specialist III

J082 - Resource Conservation Specialist I

J083 - Resource Conservation Specialist II

RT - Radiologic Technologist I/II/III Flexible Staff Series

B072 - Radiologic Technologist III - Unclassified

F075 - Radiologic Technologist I

F119 - Radiologic Technologist II

F125 - Radiologic Technologist III

RU - Revenue Collector I/II-Unclassified Flexible Staff Series

B043 - Revenue Collector I - Unclassified

B044 - Revenue Collector II - Unclassified

RV - Revenue Collector I/II Flexible Staff Series

E457 - Revenue Collector II

E458 - Revenue Collector I

SC - Shelter Care Counselor I/II Flexible Staff Series

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

G061 - Human Services Care Counselor I

G062 - Human Services Care Counselor II

SE - Stationary Engineer I/II Flexible Staff Series

T040 - Stationary Engineer II

T041 - Stationary Engineer I

SH - Sheriff's Property Officer I/II Flexible Staff Series

E105 - Sheriff's Property Officer II

E106 - Sheriff's Property Officer I

SN - Staff Nurse/Staff Nurse Trainee Flexible Staff Series

B311 - Correctional Health Nurse Trainee - Unclassified

B312 - Correctional Health Nurse - Unclassified

F013 - Ambulatory Care Nurse Trainee

F014 - Ambulatory Care Nurse

F015 - Correctional Health Nurse Trainee

F018 - Correctional Health Nurse

F019 - Critical Care Nurse Trainee

F022 - Critical Care Nurse

F024 - Infusion Nurse Trainee

F025 - Infusion Nurse

F026 - Long Term Care Nurse Trainee

F027 - Long Term Care Nurse

F028 - Medical Surgical Nurse Trainee

F031 - Medical Surgical Nurse

F033 - Perioperative Nurse Trainee

F034 - Perioperative Nurse

F035 - Psychiatric Nurse Trainee

F037 - Psychiatric Nurse

SP - Psychologist I/II Flexible Staff Series

F050 - Psychologist II

F116 - Psychologist I

SR - Sheriff's Criminal Record Technician I/II Flexible Staff Series

E445 - Sheriff's Criminal Records Technician I

E446 - Sheriff's Criminal Records Technician II

ST - Storekeeper I/II Flexible Staff Series

E406 - Storekeeper I

E407 - Storekeeper II

SW - Social Worker/Children's Svcs Social Worker I/II/III Flexible Staff Series

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

G090 - Children's Services Social Worker I
G091 - Children's Services Social Worker II
G092 - Children's Services Social Worker III
G096 - Social Worker III
G097 - Social Worker II
G098 - Social Worker I

SX - Social Wkr/Children's Svcs Social Wkr I/II/III- Unc Flexible Staff Series

B106 - Social Worker III - Unclassified
B107 - Social Worker I - Unclassified
B108 - Social Worker II - Unclassified
B286 - Children's Services Social Worker I - Unclassified
B287 - Children's Services Social Worker II - Unclassified
B288 - Children's Services Social Worker III - Unclassified

TP - CCAG Transportation Program Specialist I/II-Unclassified Flexible Staff Series

B217 - C/CAG Program Specialist I - Unclassified
B218 - C/CAG Program Specialist II - Unclassified

UW - Utility Worker I/II Flexible Staff Series

T063 - Utility Worker II
T064 - Utility Worker I

VA - District Attorney's Office Victim Advocate I/II Series Flexible Staff Series

G111 - District Attorney's Office Victim Advocate I
G114 - District Attorney's Office Victim Advocate II

VC - Vocational Rehabilitation Counselor I/II/III-Unclassified Flexible Staff Series

B176 - Vocational Rehabilitation Counselor I - Unclassified
B177 - Vocational Rehabilitation Counselor II - Unclassified
B178 - Vocational Rehabilitation Counselor III - Unclassified

VET - Veterans Services Representative I/II Series Flexible Staff Series

G219 - Veterans Services Representative I
G222 - Veterans Services Representative II

VR - Vocational Rehabilitation Counselor I/II/III Flexible Staff Series

G013 - Vocational Rehabilitation Counselor II
G190 - Vocational Rehabilitation Counselor III
G200 - Vocational Rehabilitation Counselor I

VV - DA's Office Victim Advocate I/II Series -Unclassified Flexible Staff Series

B401 - District Attorney's Office Victim Advocate I - Unclassified
B402 - District Attorney's Office Victim Advocate II - Unclassified

FLEXIBLE AND ALTERNATE STAFFING REFERENCE GUIDE

WC - Wastewater Collection Worker I/II Flexible Staff Series

N063 - Wastewater Collection Worker I

N064 - Wastewater Collection Worker II