Below is a non-exhaustive illustration and list of LACOE’s non-certificated and non-management career ladders. Its purpose is to have employees and potential employees visualize and learn more about LACOE jobs and career options. Each career ladder consist of a group of related jobs that comprises into a career job family. For a detailed job description of the jobs listed below, you may go to the subsequent page and click on the listed job link and view its job description.
Clerical

Office Clerical

- Event Coordination Specialist

- Senior Typist Clerk - Bilingual Spanish

- Senior Typist Clerk

- Senior Clerk

- Inventory Control Clerk

- Intermediate Typist Clerk

- Career Development Program Assistant

School Office

- Counselor Assistant

- Department Assistant Dance

- Department Assistant Music

- Department Assistant Theatre

- Department Assistant Visual Arts

- School Clerk

Secretarial

- Senior Executive Assistant

- Administrative Assistant

- Executive Assistant

- Senior Division Secretary

- Division Secretary - Bilingual Spanish

- Division Secretary

- Secretary - Bilingual Spanish
Legal Secretarial

Executive Legal Secretary

Legal Secretary

School Office Secretarial

School Administrative Secretary

-------------------------------------------------------------

Maintenance & Transportation

Maintenance

Lead Maintenance Worker

Maintenance Worker

Warehouse Worker

Senior Custodian

Delivery Driver

Custodian

Utility Worker

-------------------------------------------------------------

Transportation

Transportation Scheduler

-------------------------------------------------------------

Human Resources

Analytical

Assistant Human Resources Analyst

Human Resources Aide

Technical

Credentials

Senior Human Resources Specialist-
Credentials

Merit System

Senior Human Resources Specialist-Merit System

Human Resources Services

Senior Human Resources Specialist-
Operations

Workers’ Compensation

Workers’ Compensation Assistant

Human Resources Specialist
<table>
<thead>
<tr>
<th>Senior Human Resources Assistant</th>
<th>Payroll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources Assistant</td>
<td></td>
</tr>
<tr>
<td>Job Development</td>
<td></td>
</tr>
<tr>
<td>Senior Career Development Program Specialist</td>
<td></td>
</tr>
<tr>
<td>Career Development Program Specialist</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Business</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Procurement</td>
<td></td>
</tr>
<tr>
<td>Assistant Buyer</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Inventory</td>
<td></td>
</tr>
<tr>
<td>Inventory Control Clerk</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Bookkeeping / Clerical Accounting</td>
<td></td>
</tr>
<tr>
<td>Accounting Specialist</td>
<td></td>
</tr>
<tr>
<td>Senior Accounting Clerk</td>
<td></td>
</tr>
<tr>
<td>Intermediate Accounting Clerk</td>
<td></td>
</tr>
<tr>
<td>Accounting Clerk</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Payroll</td>
<td></td>
</tr>
<tr>
<td>Senior Payroll Specialist</td>
<td></td>
</tr>
<tr>
<td>Payroll Specialist</td>
<td></td>
</tr>
<tr>
<td>Budget</td>
<td></td>
</tr>
<tr>
<td>Budget Technician</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>School District Systems and Services</td>
<td></td>
</tr>
<tr>
<td>Payroll</td>
<td></td>
</tr>
<tr>
<td>Senior Systems Specialist, Payroll</td>
<td></td>
</tr>
<tr>
<td>Retirement</td>
<td></td>
</tr>
<tr>
<td>Senior Systems Specialist, Retirement</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Administrative</td>
<td></td>
</tr>
<tr>
<td>Analytical</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Assistant Administrative Analyst</td>
<td></td>
</tr>
<tr>
<td>Administrative Aide</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Research Technician</td>
<td></td>
</tr>
</tbody>
</table>
Community / Funded Programs

Head Start

Head Start Governance Assistant

Head Start Program Development Assistant

Migrant Education

Migrant Education Specialist

Migrant Education Assistant

General

Senior Special Programs Assistant

Community Outreach Associate

Educational Community Worker

Media and Communications

Digital Media

Studio & Utility Engineer

Desktop/Web Publisher

Forms Technician

Publications Assistant

Phototypesetter

Senior Reprographics Worker

Offset Press Operator

Reprographics Worker

Assistant Network Engineer

Telecommunications Specialist

Telecommunications Technician

Network Support Clerk
Senior Network Support Clerk

Database Administration

Senior Data Processing Specialist

Data Processing Specialist

Data Processing Assistant

Mainframe

Senior Computer Operator

Computer Operator

Senior Data Control Clerk

Data Control Clerk

Programming

Programmer Analyst II

Programmer Analyst I

Computer Support

Microcomputer Support Technician I

Paraeducator - Academic Readiness

Paraeducator - Academic

Non-Certificated Instructional Services

Instructional Media

Senior Instructional Media Specialist

Instructional Media Specialist

Media Specialist/Braille

Media Specialist for the Deaf and Hard of Hearing

Specialized

Senior Braille Transcriber

Braille Transcriber