

City of Upland
 Non Represented/Confidential Unit Salary Schedule
 Effective 6/25/2023

Job Description	Grade		STEP					
			1	2	3	4	5	6
ACCOUNTING SUPERVISOR	46	Hourly	42.29	44.40	46.62	48.96	51.40	53.97
		Monthly	7,330.14	7,696.65	8,081.48	8,485.55	8,909.83	9,355.32
		Yearly	87,961.66	92,359.75	96,977.74	101,826.62	106,917.95	112,263.85
BUDGET COORDINATOR	35	Hourly	32.23	33.84	35.53	37.31	39.18	41.14
		Monthly	5,586.63	5,865.96	6,159.26	6,467.22	6,790.58	7,130.11
		Yearly	67,039.52	70,391.50	73,911.07	77,606.63	81,486.96	85,561.31
CITY CLERK	56	Hourly	54.13	56.84	59.68	62.67	65.80	69.09
		Monthly	9,383.20	9,852.36	10,344.98	10,862.22	11,405.33	11,975.60
		Yearly	112,598.37	118,228.29	124,139.70	130,346.69	136,864.02	143,707.22
DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT	67	Hourly	71.03	74.58	78.31	82.22	86.34	90.65
		Monthly	12,311.57	12,927.15	13,573.50	14,252.18	14,964.79	15,713.03
		Yearly	147,738.82	155,125.76	162,882.04	171,026.15	179,577.45	188,556.33
EXECUTIVE ASSISTANT I	34	Hourly	31.44	33.02	34.67	36.40	38.22	40.13
		Monthly	5,450.37	5,722.89	6,009.03	6,309.48	6,624.96	6,956.20
		Yearly	65,404.41	68,674.63	72,108.37	75,713.78	79,499.47	83,474.45
EXECUTIVE ASSISTANT TO CITY MANAGER	40	Hourly	36.47	38.29	40.20	42.21	44.32	46.54
		Monthly	6,320.76	6,636.79	6,968.63	7,317.06	7,682.92	8,067.06
		Yearly	75,849.07	79,641.52	83,623.60	87,804.78	92,195.02	96,804.77
FINANCE OFFICER	60	Hourly	59.75	62.74	65.88	69.17	72.63	76.26
		Monthly	10,357.29	10,875.16	11,418.92	11,989.86	12,589.36	13,218.82
		Yearly	124,287.53	130,501.91	137,027.00	143,878.35	151,072.27	158,625.88
HUMAN RESOURCES ANALYST I	36	Hourly	33.04	34.69	36.42	38.24	40.16	42.16
		Monthly	5,726.29	6,012.61	6,313.24	6,628.90	6,960.34	7,308.36
		Yearly	68,715.51	72,151.29	75,758.85	79,546.79	83,524.13	87,700.34
HUMAN RESOURCES ANALYST II	40	Hourly	36.47	38.29	40.20	42.21	44.32	46.54
		Monthly	6,320.76	6,636.79	6,968.63	7,317.06	7,682.92	8,067.06
		Yearly	75,849.07	79,641.52	83,623.60	87,804.78	92,195.02	96,804.77

City of Upland
 Non Represented/Confidential Unit Salary Schedule
Effective 2/12/24

Job Description	Grade		STEP					
			1	2	3	4	5	6
FINANCE MANAGER	60	Hourly	59.75	62.74	65.88	69.17	72.63	76.26
		Monthly	10,357.29	10,875.16	11,418.92	11,989.86	12,589.36	13,218.82
		Yearly	124,287.53	130,501.91	137,027.00	143,878.35	151,072.27	158,625.88

City of Upland
 Non Represented/Confidential Unit Salary Schedule
Effective 3/12/24

Job Description	Grade		STEP					
			1	2	3	4	5	6
EXECUTIVE ASSISTANT TO CITY MANAGER	46	Hourly	42.29	44.40	46.62	48.96	51.40	53.97
		Monthly	7,330.14	7,696.65	8,081.48	8,485.55	8,909.83	9,355.32
		Yearly	87,961.66	92,359.75	96,977.74	101,826.62	106,917.95	112,263.85

City of Upland
 Non Represented/Confidential Unit Salary Schedule
Effective 6/23/2024

Job Description	Grade		STEP					
			1	2	3	4	5	6
ACCOUNTING SUPERVISOR	46	Hourly	43.14	45.29	47.56	49.93	52.43	55.05
		Monthly	7,476.74	7,850.58	8,243.11	8,655.26	9,088.03	9,542.43
		Yearly	89,720.90	94,206.94	98,917.29	103,863.15	109,056.31	114,509.13
BUDGET COORDINATOR	35	Hourly	32.88	34.52	36.24	38.06	39.96	41.96
		Monthly	5,698.36	5,983.28	6,282.44	6,596.56	6,926.39	7,272.71
		Yearly	68,380.31	71,799.33	75,389.30	79,158.76	83,116.70	87,272.53
CITY CLERK	56	Hourly	55.22	57.98	60.88	63.92	67.12	70.47
		Monthly	9,570.86	10,049.40	10,551.87	11,079.47	11,633.44	12,215.11
		Yearly	114,850.33	120,592.85	126,622.49	132,953.62	139,601.30	146,581.36

Job Description	Grade		STEP					
			1	2	3	4	5	6
DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT	67	Hourly	72.45	76.07	79.87	83.87	88.06	92.47
		Monthly	12,557.80	13,185.69	13,844.97	14,537.22	15,264.08	16,027.29
		Yearly	150,693.59	158,228.27	166,139.69	174,446.67	183,169.00	192,327.45
EXECUTIVE ASSISTANT I	34	Hourly	32.07	33.68	35.36	37.13	38.99	40.93
		Monthly	5,559.38	5,837.34	6,129.21	6,435.67	6,757.46	7,095.33
		Yearly	66,712.50	70,048.13	73,550.53	77,228.06	81,089.46	85,143.94
EXECUTIVE ASSISTANT TO CITY MANAGER	46	Hourly	43.14	45.29	47.56	49.93	52.43	55.05
		Monthly	7,476.74	7,850.58	8,243.11	8,655.26	9,088.03	9,542.43
		Yearly	89,720.90	94,206.94	98,917.29	103,863.15	109,056.31	114,509.13
FINANCE MANAGER	60	Hourly	60.95	64.00	67.20	70.56	74.08	77.79
		Monthly	10,564.44	11,092.66	11,647.30	12,229.66	12,841.14	13,483.20
		Yearly	126,773.28	133,111.94	139,767.54	146,755.92	154,093.71	161,798.40
HUMAN RESOURCES ANALYST I	36	Hourly	33.70	35.38	37.15	39.01	40.96	43.01
		Monthly	5,840.82	6,132.86	6,439.50	6,761.48	7,099.55	7,454.53
		Yearly	70,089.82	73,594.31	77,274.03	81,137.73	85,194.62	89,454.35
HUMAN RESOURCES ANALYST II	40	Hourly	37.20	39.05	41.01	43.06	45.21	47.47
		Monthly	6,447.17	6,769.53	7,108.01	7,463.41	7,836.58	8,228.41
		Yearly	77,366.05	81,234.35	85,296.07	89,560.87	94,038.92	98,740.86

City of Upland
Non Represented/Confidential Unit Salary Schedule
Effective 07/01/2024

Job Description	Grade		STEP					
			1	2	3	4	5	6
RISK MANAGEMENT COORDINATOR	37	Hourly	34.54	36.27	38.08	39.98	41.98	44.08
		Monthly	5,986.84	6,286.18	6,600.49	6,930.51	7,277.04	7,640.89
		Yearly	71,842.07	75,434.17	79,205.88	83,166.17	87,324.48	91,690.71

City of Upland
 Non Represented/Confidential Unit Salary Schedule
 Effective 12/8/2024

Job Description	Grade		STEP					
			1	2	3	4	5	6
ACCOUNTING SUPERVISOR	46	Hourly	44.00	46.20	48.51	50.93	53.48	56.15
		Monthly	7,626.28	8,007.59	8,407.97	8,828.37	9,269.79	9,733.28
		Yearly	91,515.32	96,091.08	100,895.64	105,940.42	111,237.44	116,799.31
BUDGET COORDINATOR	35	Hourly	33.53	35.21	36.97	38.82	40.76	42.80
		Monthly	5,812.33	6,102.94	6,408.09	6,728.49	7,064.92	7,418.17
		Yearly	69,747.92	73,235.32	76,897.08	80,741.94	84,779.03	89,017.99
CITY CLERK	56	Hourly	56.32	59.14	62.09	65.20	68.46	71.88
		Monthly	9,762.28	10,250.39	10,762.91	11,301.06	11,866.11	12,459.42
		Yearly	117,147.34	123,004.71	129,154.94	135,612.69	142,393.33	149,512.99
DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT	67	Hourly	73.90	77.59	81.47	85.55	89.82	94.31
		Monthly	12,808.96	13,449.40	14,121.87	14,827.97	15,569.37	16,347.83
		Yearly	153,707.46	161,392.84	169,462.48	177,935.60	186,832.38	196,174.00
EXECUTIVE ASSISTANT I	34	Hourly	32.71	34.35	36.07	37.87	39.77	41.75
		Monthly	5,670.56	5,954.09	6,251.80	6,564.39	6,892.60	7,237.23
		Yearly	68,046.75	71,449.09	75,021.54	78,772.62	82,711.25	86,846.81
EXECUTIVE ASSISTANT TO CITY MANAGER	46	Hourly	44.00	46.20	48.51	50.93	53.48	56.15
		Monthly	7,626.28	8,007.59	8,407.97	8,828.37	9,269.79	9,733.28
		Yearly	91,515.32	96,091.08	100,895.64	105,940.42	111,237.44	116,799.31
FINANCE MANAGER	60	Hourly	62.17	65.28	68.54	71.97	75.57	79.34
		Monthly	10,775.73	11,314.52	11,880.24	12,474.25	13,097.97	13,752.86
		Yearly	129,308.75	135,774.18	142,562.89	149,691.04	157,175.59	165,034.37

Job Description	Grade		STEP					
			1	2	3	4	5	6
HUMAN RESOURCES ANALYST I	36	Hourly	34.37	36.09	37.89	39.79	41.78	43.87
		Monthly	5,957.63	6,255.52	6,568.29	6,896.71	7,241.54	7,603.62
		Yearly	71,491.62	75,066.20	78,819.51	82,760.48	86,898.51	91,243.43
HUMAN RESOURCES ANALYST II	40	Hourly	37.94	39.84	41.83	43.92	46.12	48.42
		Monthly	6,576.11	6,904.92	7,250.17	7,612.67	7,993.31	8,392.97
		Yearly	78,913.37	82,859.04	87,001.99	91,352.09	95,919.69	100,715.68
RISK MANAGEMENT COORDINATOR	37	Hourly	35.23	36.99	38.84	40.78	42.82	44.96
		Monthly	6,106.58	6,411.90	6,732.50	7,069.12	7,422.58	7,793.71
		Yearly	73,278.91	76,942.85	80,790.00	84,829.50	89,070.97	93,524.52

City of Upland
Non Represented/Confidential Unit Salary Schedule
Effective 6/22/2025

Job Description	Grade		STEP					
			1	2	3	4	5	6
ACCOUNTING SUPERVISOR	46	Hourly	44.88	47.12	49.48	51.95	54.55	57.28
		Monthly	7,778.80	8,167.74	8,576.13	9,004.94	9,455.18	9,927.94
		Yearly	93,345.62	98,012.90	102,913.55	108,059.23	113,462.19	119,135.30
BUDGET COORDINATOR	35	Hourly	34.20	35.91	37.71	39.59	41.57	43.65
		Monthly	5,928.57	6,225.00	6,536.25	6,863.06	7,206.22	7,566.53
		Yearly	71,142.88	74,700.02	78,435.02	82,356.78	86,474.61	90,798.34
CITY CLERK	56	Hourly	57.45	60.32	63.34	66.50	69.83	73.32
		Monthly	9,957.52	10,455.40	10,978.17	11,527.08	12,103.43	12,708.60
		Yearly	119,490.29	125,464.80	131,738.04	138,324.95	145,241.19	152,503.25
DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT	67	Hourly	75.38	79.14	83.10	87.26	91.62	96.20
		Monthly	13,065.13	13,718.39	14,404.31	15,124.53	15,880.75	16,674.79
		Yearly	156,781.61	164,620.69	172,851.73	181,494.31	190,569.03	200,097.48
EXECUTIVE ASSISTANT I	34	Hourly	33.37	35.04	36.79	38.63	40.56	42.59
		Monthly	5,783.97	6,073.17	6,376.83	6,695.67	7,030.46	7,381.98
		Yearly	69,407.69	72,878.07	76,521.97	80,348.07	84,365.48	88,583.75

Job Description	Grade		STEP					
			1	2	3	4	5	6
EXECUTIVE ASSISTANT TO CITY MANAGER	46	Hourly	44.88	47.12	49.48	51.95	54.55	57.28
		Monthly	7,778.80	8,167.74	8,576.13	9,004.94	9,455.18	9,927.94
		Yearly	93,345.62	98,012.90	102,913.55	108,059.23	113,462.19	119,135.30
FINANCE MANAGER	60	Hourly	63.41	66.58	69.91	73.41	77.08	80.93
		Monthly	10,991.24	11,540.81	12,117.85	12,723.74	13,359.93	14,027.92
		Yearly	131,894.92	138,489.67	145,414.15	152,684.86	160,319.10	168,335.06
HUMAN RESOURCES ANALYST I	36	Hourly	35.06	36.81	38.65	40.58	42.61	44.74
		Monthly	6,076.79	6,380.63	6,699.66	7,034.64	7,386.37	7,755.69
		Yearly	72,921.45	76,567.52	80,395.90	84,415.69	88,636.48	93,068.30
HUMAN RESOURCES ANALYST II	40	Hourly	38.70	40.63	42.66	44.80	47.04	49.39
		Monthly	6,707.64	7,043.02	7,395.17	7,764.93	8,153.17	8,560.83
		Yearly	80,491.64	84,516.22	88,742.03	93,179.13	97,838.09	102,729.99
RISK MANAGEMENT COORDINATOR	37	Hourly	35.93	37.73	39.62	41.60	43.68	45.86
		Monthly	6,228.71	6,540.14	6,867.15	7,210.51	7,571.03	7,949.58
		Yearly	74,744.49	78,481.71	82,405.80	86,526.09	90,852.39	95,395.01

City of Upland
Non Represented/Confidential Unit Salary Schedule
Effective 12/7/2025

Job Description	Grade		STEP					
			1	2	3	4	5	6
ACCOUNTING SUPERVISOR	46	Hourly	45.78	48.06	50.47	52.99	55.64	58.42
		Monthly	7,934.38	8,331.10	8,747.65	9,185.03	9,644.29	10,126.50
		Yearly	95,212.53	99,973.16	104,971.82	110,220.41	115,731.43	121,518.00
BUDGET COORDINATOR	35	Hourly	34.89	36.63	38.46	40.39	42.41	44.53
		Monthly	6,047.14	6,349.50	6,666.98	7,000.33	7,350.34	7,717.86
		Yearly	72,565.74	76,194.02	80,003.72	84,003.91	88,204.11	92,614.31
CITY CLERK	56	Hourly	58.60	61.53	64.60	67.83	71.22	74.79
		Monthly	10,156.67	10,664.51	11,197.73	11,757.62	12,345.50	12,962.78
		Yearly	121,880.09	127,974.10	134,372.80	141,091.44	148,146.02	155,553.32

Job Description	Grade		STEP					
			1	2	3	4	5	6
DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT	67	Hourly	76.88	80.73	84.76	89.00	93.45	98.12
		Monthly	13,326.44	13,992.76	14,692.40	15,427.02	16,198.37	17,008.29
		Yearly	159,917.25	167,913.11	176,308.76	185,124.20	194,380.41	204,099.43
EXECUTIVE ASSISTANT I	34	Hourly	34.04	35.74	37.53	39.40	41.37	43.44
		Monthly	5,899.65	6,194.64	6,504.37	6,829.59	7,171.07	7,529.62
		Yearly	70,795.84	74,335.63	78,052.41	81,955.03	86,052.79	90,355.43
EXECUTIVE ASSISTANT TO CITY MANAGER	46	Hourly	45.78	48.06	50.47	52.99	55.64	58.42
		Monthly	7,934.38	8,331.10	8,747.65	9,185.03	9,644.29	10,126.50
		Yearly	95,212.53	99,973.16	104,971.82	110,220.41	115,731.43	121,518.00
FINANCE MANAGER	60	Hourly	64.68	67.91	71.31	74.87	78.62	82.55
		Monthly	11,211.07	11,771.62	12,360.20	12,978.21	13,627.12	14,308.48
		Yearly	134,532.82	141,259.46	148,322.43	155,738.55	163,525.48	171,701.76
HUMAN RESOURCES ANALYST I	36	Hourly	35.76	37.55	39.42	41.40	43.47	45.64
		Monthly	6,198.32	6,508.24	6,833.65	7,175.33	7,534.10	7,910.81
		Yearly	74,379.88	78,098.87	82,003.82	86,104.01	90,409.21	94,929.67
HUMAN RESOURCES ANALYST II	40	Hourly	39.47	41.45	43.52	45.69	47.98	50.38
		Monthly	6,841.79	7,183.88	7,543.07	7,920.23	8,316.24	8,732.05
		Yearly	82,101.47	86,206.54	90,516.87	95,042.71	99,794.85	104,784.59
RISK MANAGEMENT COORDINATOR	37	Hourly	36.65	38.49	40.41	42.43	44.55	46.78
		Monthly	6,353.28	6,670.95	7,004.49	7,354.72	7,722.45	8,108.58
		Yearly	76,239.38	80,051.35	84,053.91	88,256.61	92,669.44	97,302.91