

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Buyer III	CLASSIFICATION:	Classified Non-Management (SEIU/Office-Technical)
SERIES:	Buyer	FLSA:	Exempt
JOB CLASS CODE:	9822	WORK YEAR:	12 Months
DEPARTMENT:	Purchasing Services	SALARY:	Range 65 Salary Schedule C
REPORTS TO:	Assigned Supervisor	HR REVISION:	
		HR APPROVAL:	
		CABINET	
		APPROVAL:	Various sites and departments; perform

rious record-keeping and filing duties as required.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an

Authorize stock and non-stock purchases; determine best source of supply and price; clarify

Buyer
