How do I find my pay grade and job title?

-Log in to Employee Self Service
https://selfservice.lisd.net/mss/login.aspx

(Using the menu on the right side of the screen)
-Click on "employee self-service"
-Click on "Pay/Tax Information"
-Click on "Paycheck Simulator"
   Under "Pay Details" "Job" you will find
        Job title and a (4 digit job code number)
            Digit one Job Family
            Digit Two Pay Grade
Note: Teachers/Nurses/Librarians use only Digit one "Job Family (1-TC). They are all in the same pay grade so the second digit is not applicable.

Examples:

 (Job Title   (Job Code)
SEC READNG/LANGUAG ART   **1**~~580~~
First Digit Job Family: look on the Pay Schedule for Job Family 1-TC
Second Digit: Does not apply to the Teacher pay schedule
New Hire (first year to work in LISD) Use the "Teacher New Hire Placement" schedule.

Job Title   (Job Code)
SECY SCHOOL HS   **26**~~30~~
First digit Job Family: look on the Pay Schedule for Job Family 2-AS Administrative Support
Second Digit: Pay Grade: look at pay grade 26

(All Job Titles are listed as the official job title of record.
Departments may be using a more specific title for certain positions)

Employment Verification Letters
By the end of October you will receive and employment verification letter to your LISD email. This will have you job title, pay grade, salary and other employment information.