

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Position Description**

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

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