

12-15-61

# PACIFIC GAS AND ELECTRIC COMPANY

245 Market Street  
San Francisco 6  
SUtter 1-4211

In reply please refer to

December 4, 1961

Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
1918 Grove Street  
Oakland 12, California

Attention: Mr. Ronald T. Weakley,  
Business Manager

Gentlemen:

Company has recently surveyed the Parts Clerk job and that of the Parts Clerk's assistant at the Davis Service Center of General Construction.

When the Parts Clerk classification was established it was not intended that the employee holding this classification would direct the work of other employees nor was it intended that a Garageman would be assigned as a full time assistant. Since the arrangement has developed, Company proposes to establish two new classifications at the Davis Service Center, namely Senior Parts Clerk and Assistant Parts Clerk and to discontinue the Parts Clerk classification. The proposed job definitions and wage ranges are as follows:

Senior Parts Clerk

An employee with a thorough knowledge of automotive parts and warehouse procedures who directs the work of one or two other employees and performs work relating to the purchasing, storing, issuing and requisitioning of automotive parts and tools.

Wage range: \$118.65 to \$129.25 per week.

Assistant Parts Clerk

An employee who performs, under the direction of the employee in charge, duties relating to the purchasing,

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storing, issuing and requisitioning of automotive parts and tools.

Wage range: \$100.70 to \$111.70 per week.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided below and return one executed copy of this letter to Company.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By *[Signature]*  
Manager of Industrial Relations

The Union is in accord with the foregoing and it agrees thereto as of the date hereof.

LOCAL UNION NO. 1245, INTERNATIONAL  
BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO

By *Ronald T. Westley*  
Business Manager

December 15, 1961