

3359-25-06 Classified classification plan.

(A) The university of Akron shall establish, modify, or repeal, by rule, a job classification plan for all positions, offices, and employments in the classified civil service.

(B) The university of Akron shall assign a classification that the university of Akron shall assign

The University of Akron
Classified Staff Classifications (Series 40000)

1000 Administrative S

1300 Administrative Staff Group

Grade:	Job code:	Job title:	Flsa:
116	41311	Administrative Assistant	Non-exempt
118	41312	Administrative Assistant Sr	Non-exempt
119	41313	Sr Exec Administrative Assistant	Non-exempt
120	41315	Sr Exec Administrative Assistant to President	Non-exempt
118	41321	Coord Athletics Publications	Non-exempt
118	41323	Coord University Park Alliance	Non-exempt
117	41325	Coord Academic Affairs Support-WC	Non-exempt
119	41331	Accounting Specialist Sr	Non-exempt
119	41333	Coord Business & Operations-SC	Non-exempt

Grade:	Job code:	Job title:	Flsa:
115	42711	Coord Parking Facilities	Non-exempt
118	42712	Mgr Parking Field Operations	Exempt
118	42731	Mgr Vending Services	Exempt
117	42740	Asst Retail Mgr	Exempt
118	42741	Retail Manager	Exempt
120	42751	Asst Dir Parking Services	Exempt
118	42761	Mgr Parking Projects	Exempt

Grade:	Job code:	Job title:	Flsa:
114	42811	Telephone Operator	Non-exempt
115	42812	Spvr Telephone	Non-exempt
116	42821	Telecom Technician I	Non-exempt
119	42824	Telecom Engineer	Exempt

3000 Information Technology Division

3100 Information Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
112	43112	Data Processor	Non-exempt
114	43113	Data Entry Specialist	Non-exempt
114	43114	Information Services Support Specialist	Non-exempt
117	43115	Coord Info Technology Budget Operations	Non-exempt
118	43121	Office Automation Specialist	Non-exempt
119	43123	Coord IT Administration	Non-exempt

3200 Computer Operations Group

Grade:	Job code:	Job title:	Flsa:
115	43211	Computer Operator	Non-exempt
116	43212	Computer Operator Sr	Non-exempt
119	43213	Shift Supv Computer Operations	Non-exempt
116	43221	Data Control Technician	Non-exempt
119	43223	Lead Production Control Analyst	Non-exempt
116	43231	Scheduler	Non-exempt
112	43241	Inventory Control Officer	Non-exempt
115	43251	Computer Operations Support Specialist	Non-exempt

3300 Information Services Application Support Group

Grade:	Job code:	Job title:	Flsa:
119	43351	Asst Departmental Systems Administrator	Non-exempt
121	43352	Departmental Systems Administrator	Non-exempt

3400 Information Services Technical Support Group

Grade:	Job code:	Job title:	Flsa:
117	43411	Computer Support Assistant	Non-exempt
118	43431	Data Systems Specialist	Non-exempt
118	43441	Computer Lab Support Specialist	Exempt
119	43442	Lead Computer Lab Support Specialist	Exempt

3500 Telecommunications Group

Grade:	Job code:	Job title:	Flsa:
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3600 Technology Support Group

Grade:	Job code:	Job title:	Flsa:
114	43610	Media Support Associate WC	Non-exempt
117	43612	Coord Media Support Technology-WC	Non-exempt
117	43615	Coord Media Support Tech-Law	Non-exempt
118	43631	Electronic Technician	Non-exempt
119	43632	Electronic Technician Sr	Non-exempt
118	43641	Coord GSC Technical Services	Exempt

3700 Library Group

Grade:	Job code:	Job title:	Flsa:
114	43711	Library Assistant	Non-exempt
115	43712	Library Associate	Non-exempt
116	43713	Library Associate Sr	Non-exempt
117	43714	Library Specialist	Non-exempt
116	43722	Archives Associate	Non-exempt
117	43731	Marketing Representative	Non-exempt

3800 Media Services Group

118	43831	Coord Public Address System	Non-exempt
115	43841	AVS Scheduler	Non-exempt
115	43851	Coord Classroom Services	Non-exempt

4000 Business / Administrative Division

4100 Human Resources Group

Grade:	Job code:	Job title:	Flsa:
115	44111	Benefits Assistant	Non-exempt
118	44121	Coord Benefits	Non-exempt
119	44122	Benefits Administrator	Exempt
120	44123	Benefits Administrator Sr	Exempt
115	44131	Employment Services Assistant	Non-exempt
118	44133	Coord Employment Services	Non-exempt
115	44141	Personnel Records Processor	Non-exempt
117	44151	Compensation Specialist	Non-exempt
115	44171	HRIS Assistant	Non-exempt
117	44172	HRIS Specialist	Non-exempt
118	44173	Coord HRIS	Non-exempt
119	44174	HRIS Administrator	Exempt
117	44176	HRIS Specialist-Projects	Non-exempt

4200 Affirmative Action Group

Grade:	Job code:	Job title:	Flsa:
118	44221	Coord EEO Compliance	Exempt

4300 Public Relations/Development Group

Grade:	Job code:	Job title:	Flsa:
115	44311	Editorial Assistant	Non-exempt
117	44321	Coord Univ Press Publishing	Non-exempt

118	44323	Coord Univ Press Operations	Non-exempt
117	44331	Publications Specialist	Non-exempt
117	44341	Photographic Lab Technician	Non-exempt
117	44351	Graphic Design Instructional Support	Non-exempt
117	44361	3-D Technician	Non-exempt
117	44371	Coord Gift Processing	Non-exempt

Grade:	Job code:	Job title:	Flsa:
119	44401	Legal Assistant	Non-exempt
120	44402	Legal Assistant Sr	Non-exempt
120	44405	Coord Office Board Of Trustees	Non-exempt

5000 Facilities Management Division

5100 Facilities Management Administrative Group

Grade:	Job code:	Job title:	Flsa:
117	45111	Coord PFOC Budget Operations	Exempt
119	45121	Coord Planning & Construction	Exempt
119	45131	Estimator & Coord ADA	Exempt
120	45141	Plant Maintenance Engineer	Non-exempt
118	45151	Asst Facilities Manager-WC	Non-exempt
120	45152	Facilities Manager-WC	Exempt
120	45161	Coord General Crafts	Non-exempt
120	45171	Mgr Facilities Projects	Exempt
118	45181	Space Analyst I	Exempt

120	45182	Space Analyst II	Exempt
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5200 Maintenance Group

Grade:	Job code:	Job title:	Flsa:
116	45212	Athletics Facilities Maintenance Worker	Non-exempt
117	45213	Athletics Maintenance Asst Supv	Non-exempt
119	45214	Athletics Maintenance Supv	Non-exempt
117	45221	Building Maintenance Asst Supt	Non-exempt
119	45222	Building Maintenance Supt	Non-exempt
114	45231	Facilities Maintenance Worker WC	Non-exempt
116	45232	Facilities Maintenance Worker SVC	Non-exempt
114	45236	Facilities Maintenance Worker-MCUC	Non-exempt
116	45237	Facilities Maintenance Worker Sr-MCUC	Non-exempt
119	45241	Equipment Maintenance Supt	Non-exempt
119	45252	Energy Management Supt	Non-exempt
119	45262	Energy Center Maintenance Supt	Non-exempt

5300 Grounds/Custodial Group

Grade:	Job code:	Job title:	Flsa:
117	45321	Grounds Supt	Non-exempt
117	45331	Custodial Supt	Non-exempt
118	45341	Mgr Contract Custodial Services	Exempt

5400 Mail Services/Delivery Group

Grade:	Job code:	Job title:	Flsa:
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112	45411	DeliveryWorker	Non-exempt
117	45412	Asst Mgr Mailing Services	Non-exempt
119	45413	Mgr Mailing Services	Non-exempt
117	45415	Coord Mailing Services	Non-exempt

5500 Storekeeper Group

Grade: Job code: Job title:

Flsa:

120	46223	Police Sergeant	Non-exempt
120	46232	Sergeant/Detective	Non-exempt
122	46261	Captain	Exempt
120	46271	Crime Prevention Associate	Non-exempt

6300 Safety Group

Grade: Job code:

122	47171	Nurse Practitioner	Non-exempt
118	47181	Residence Life & Housing Specialist	Non-exempt
117	47183	Coord New Student Orientation	Non-exempt

7200 Student Loan Group

Grade:	Job code:	Job title:	Flsa:
116	47211	Student Account Specialist	Non-exempt
Non-exempt			

117	48631	Stage Manager	Exempt
118	48641	Supv Costume Shop	Non-exempt
118	48651	Theatre/Stage Technical Specialist	Non-exempt
119	48661	Mgr Costume Design	Exempt

8700 College/School Program Group

Grade:	Job code:	Job title:	Flsa:
120	48721	Asst Managing Director	Exempt

8800 Research Services Group

Grade:	Job code:	Job title:	Flsa:
118	48811	Coord Grants	Non-exempt
120	48812	Grants Coord Sr	Non-exempt
118	48821	External Funding Information Specialist	Exempt

8900 Academic Services Support Group

Grade:	Job code:	Job title:	Flsa:
111	48911	Laboratory Animal Aide	Non-exempt
117	48921	Learning Resources Lab Assistant	Non-exempt
118	48931	Coord Polymer Training Center	Exempt
116	48941	Test Monitor	Non-exempt
117	48951	Testing Specialist	Non-exempt
113	49100	Grant Office Aide	Non-exempt
115	49102	Grant Administrative Secretary	Non-exempt

116	49110	Grant Administrative Assistant	Non-exempt
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3000 Information Technology Division "At Risk" Technical Positions

3300 Information Services Application Systems Group

Grade:	Job code:	Job title:	Flsa:
217	T43311	Systems Programmer	Non-exempt
219	T43312	Systems Analyst Programmer	Non-exempt
221	T43313	Sr Systems Analyst Programmer	Exempt
221	T43316	Sr DARS Systems Analyst Programme	Exempt
217	T43331	Web Developer	Non-exempt
219	T43332	Sr Web Developer	Non-exempt
217	T43333	Web Graphics Designer	Non-exempt
220	T43361	Data Warehouse DBA & Customer Applications Developer	Exempt
221	T43362	Sr Data Analyst Data Warehousing	Exempt
220	T43371	ETL Programmer	Exempt
220	T43381	BI Custom Applications Programmer	Exempt

3400 Information Services Technical Support Group

217	T43422	Sr Computer Help Desk Specialist	Non-exempt
222	T43431	Coord Instructional Technology Support	Exempt
217	T43451	PC Software Specialist	Non-exempt
219	T43452	Sr PC Software Specialist	Non-exempt
221	T43453	Lead Technology Support Specialist	Non-exempt

217	T43457	Technology Specialist	Non-exempt
219	T43458		

219	T43821	Coord vNOC	Non-exempt
216	T43852	Coord Distance Education Facilities	Non-exempt
219	T43853	Sr Coord Distance Education Facilities	Exempt
218	T43855	Coord Distance Learning Program Development	Non-exempt
218	T43861	Graphics Instructional Designer	Non-exempt
218	T43862	Instructional Designer	Non-exempt
220	T43863	Sr Instructional Designer	Exempt
220	T43871	Curriculum Designer	Exempt

3900 Inst Planning, Anly, Reporting & Data

219	T43911	MIS Analyst	Non-exempt
220	T43912	Sr MIS Analyst	Exempt
219	T43921	Database Administrator	Exempt
221	T43922	Sr Database Administrator	Exempt
220	T43951	Video Network Engineer	Exempt

60000 Grant Funded Positions

61110 Grant Funded Positions

Grade: Job code: Job title: Flsa:

Effective: November 2, 2008

Certification:

 Ted A. Mallo
 Secretary
 Board of Trustees

Prom. under: R.C. 111.15

Rule amp.: R.C. 124.14 and 3359.03

Statutory Authority: R.C. 3345.31 and 3359.01

Prior Effective Date: 4/15/00, 6/20/01, 8/15/01, 10/24/01, 11/24/01, 5/24/02,
10/28/02, 11/23/02, 1/17/03, 2/22/03, 3/20/03, 5/23/03,
6/30/03, 1/16/04, 06/11/04, 8/20/04, 9/26/04, 12/2/04,
12/13/04, 3/31/05, 5/28/05, 7/3/05, 09/02/05, 10/28/05,
1/30/06, 02/06/06, 4/27/06, 12/29/06, 2/19/07, 4/1/07,
5/6/07, 7/6/07, 9/3/07, 9/27/07, 11/8/07, 12/31/07, 2/11/08,
4/17/08, 5/5/08, 6/10/08, 7/6/08, 8/24/08