3359-25-07 Unclassified 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 unclassified civil service.

(B) The university of Akron shall assign a classification title to each classification within the unclassified classification plan.

(C) The university of Akron shall assign each classification to a pay range.

(D) The university of Akron shall assign a numbering system for the classification process.

(E) The following are the classifications that the university of Akron shall assign all positions within the unclassified service.

The University of Akron
Unclassified Staff Classifications (Series 20000)

2000 Finance / Accounting Division

2100 Accounting Group

Grade:	Job code:	Job title:	Flsa:
118	22102	Inventory Accountant	Exempt
120	22103	Internal Auditor	Exempt
120	22105	Accountant	Exempt
120	22106	Budget Analyst	Exempt
119	22107	Budget Administrator Sr	Exempt
122	22108	Mgr Payroll	Exempt
123	22109	University Internal Auditor	Exempt
123	22110	Assoc Controller	Exempt

123	24106	Dir HRIS	Exempt
123	24107	Dir Compensation	Exempt
123	24108	Dir Benefits Admin	Exempt
124	24109	Asst Exec Dir Human Resources	Exempt
120	24110	Compensation Analyst Sr	Exempt
119	24111	Organizational Learning & Development Consultant	Exempt
120	24112	Employee Training & Dev Spec	Exempt
123	24113	Dir Training & Development Srvs	Exempt
999	24115	Dir Employee Relations	Exempt
121	24116	Asst Dir Benefits Admin	Exempt
121	24117	Mgr Labor Relations	Exempt
121	24118	Mgr Classification & Research	Exempt
119	24119	Classification & Research Analyst	Exempt
120	24120	HR Analyst	Exempt
119	24121	Organizational Development & Communications Consultant	Exempt

4200 Affirmative Action Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
124	24202	Dir Affirmative Action & Equal Employment Opportunity	Exempt

4300 Public Relations/Development Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
119	24301	Public Relations Rep	Exempt

118	24302	Mgr Editorial Services	Exempt
118	24303	Editor Akron Magazine	Exempt
118	24304	Dir Hower House	Exempt
118	24306	Asst Dir Alumni	Exempt
118	24307	Graphic Designer	Exempt
119	24308	Advertising Mgr	Exempt
121	24309	Assoc Dir Alumni	Exempt
122	24310	General Mgr WZIP-FM	Exempt
122	24311	Mgr Publications	

124	24329	Dir Alumni Association	Exempt
124	24331	Dir Internal Communications	Exempt
121	24332	Mgr Sys Tech Dev Srvs	Exempt
121	24333	Assoc Dir Annual Fund & Dev Services	Exempt
117	24334	Asst Dir Hower House	Exempt
122	24335	Dir Development Ctr Gift & Estate Planning	Exempt
888	24336	Dir State Governmental Affairs	Exempt
122	24337	Dir Development – Research	Exempt
120	24338	Asst Dir Development – Research	Exempt
122	24339	Dir Development – Special Programs	Exempt
120	24340	Communication Officer-Dept Development	Exempt
123	24342	Dir Media Relations	Exempt
122	24345	Dir Development-Fund Raising	Exempt

4400 General Counsel Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
124	24402	Assoc General Counsel	Exempt
122	24403	Asst To General Counsel	Exempt
123	24404	Asst General Counsel	Exempt
123	24405	Asst General Counsel Records & Compliance Officer	Exempt

4500 Senior Administration Group

Grade:	**Job code:**	**Job title:**	**Flsa:**

6000 Public Safety Division

6200 Police Group

Grade:	Job code:	Job title:	Flsa:
123	26201	Asst Chief Univ Police	Exempt
124	26202	Chief Univ Police	Exempt

6300 Safety Group

Grade:	Job code:	Job title:	Flsa:
123	26301	Dir Envi Health & Occup Safety	Exempt

7000 Student Services Division

7100 Student Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
119	27101	Disability Spec & Srv Coord	Exempt
119	27102	Asst Dir Student Employment	Exempt
119	27103		

888	27113	Asst to VP Student Affairs	Exempt
118	27114	Student Services Specialist	Exempt
122	27115	Mgr Enrollment Services Systems	Exempt
888	27116	Asst Dean Student Success	Exempt
124	27117	Exec Asst to VP Student Affairs	Exempt

7300 Financial Aid Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
120	27301	Coord Grad Stu Fin Aid	Exempt
119	27302	Asst Dir Stu Financial Aid	Exempt
120	27303	Assoc Dir Stu Financial Aid	Exempt
122	27304	Sr Assoc Dir Stu Fin Aid-Adm	Exempt
125	27305	Dir Stu Financial Aid & Student Enrollment Services	Exempt
120	27307	Assoc Dir Stu Fin Aid & Enrollment Services	Exempt
888	27308	Coord Scholarships & Financial Aid	Exempt

7400 Registrar's Office

Grade:	**Job code:**	**Job title:**	**Flsa:**
120	27403	Asst University Registrar	Exempt
122	27404	Assoc University Registrar-Sys	Exempt
125	27405	University Registrar	Exempt
122	27406	Assoc Univ Registrar-Oper	Exempt

7500 Student Activities Group

Grade:	Job code:	Job title:	Flsa:
120	27502	Asst Dir Sport & Adventure	Exempt
119	27503	Asst Dir Commuter Central	Exempt
119	27504	Asst Dir Stu Judicial Affairs	Exempt
119	27505	Asst Dir Gameroom & Theatre	Exempt
121	27506	Assoc Dir Res Life-Activities	Exempt
121	27507	Assoc Dir Res Life & Housing	Exempt
119	27508	Asst Dir Greek Life	Exempt
121	27509	Sr Assoc Dir GSC Programs & Events	Exempt
124	27510	Dir GSC	Exempt
125	27511	Asst Dean Student Life	Exempt
124	27512	Dir Res Life & Housing	Exempt
124	27513	Dir Health Srvs	Exempt
119	27514	Coord Health Educ & Wellness	Exempt
120	27515	Asst Dir Aquatics	Exempt
122	27517	Assoc Dir Rec & Wlns Srvs Oper	Exempt
123	27518	Sr Dir Student Life & Enr Mgmt	Exempt
119	27519	Mgr Aquatics	Exempt
118	27520	Coord Student Union Operations	Exempt
124	27522	Dir Student Rec & Wellness Ctr	Exempt
119	27523	Asst Dir Event Planning Services	Exempt
119	27524	Asst Dir Maintenance & Technology	Exempt
122	27525	Nurse Practitioner-Nursing	Exempt
122	27526	Assoc Dir Rec & Wlns Srvs Prog	Exempt
120	27527	Asst Dir Fitness & Wellness	Exempt

120	27528	Asst Dir Marketing & Membership	Exempt
119	27529	Mgr Informal Recreation	Exempt
119	27530	Mgr Special Events	Exempt
119	27531	Mgr Outdoor Adventure	Exempt
119	27532	Mgr Intramurals	Exempt
119	27533	Mgr Wellness	Exempt
119	27534	Mgr Fitness & Wellness	Exempt
119	27535		

118	27603	CP & Adult Srvs Spec-Wayne	Exempt
118	27604	Admissions Counselor	Exempt
119	27606	Asst Dir Adm For Events	Exempt
119	27607	Asst Dir Adm for Multi Recruit	Exempt
119	27608	Asst Dir Admissions	Exempt
122	27609	Sr Assoc Dir Admissions-Outreach	Exempt
125			

		Prog
120	27735	Dir Academic Support Services

118	28102	Asst To The Dean – WC	Exempt
119	28103	Dept Budget/Fiscal Administrator	Exempt
119	28104	Coord Continuing Education	Exempt
119	28105	Coord Career Plng & Mktg	Exempt
120			

121	28129	Asst to Dean Opns & Strat Initiatives	Exempt
122	28130	Asst to Dean PSPE	Exempt
120	28131	Coord Stu Srvs School of Music	Exempt
122	28132	Dir Data Mgt & Info Tech College of Educ	Exempt
122	28133	Asst to the Dean Summit College	Exempt
888	28134	Dir Medina County Univ Center	

8300 College Student Service Group

Grade:	Job code:	Job title:	Flsa:

8400 College/School Student Lab Group

Grade:	Job code:	Job title:	Flsa:
116	28401	Coord Biology Laboratory	Exempt
117	28402	Laboratory Technician	Non-exempt
119	28403	Supv Chemical Laboratories	Exempt
121	28404	Dir Technology-CBA	Exempt
120	28405	Coord Learning Res Ctr-Nursing	Exempt
120	28406	Clinical Supv	Exempt
121	28407	Dir Technology Nursing	Exempt
120	28408	Mgr Tech Support Svcs-WC	Exempt
121	28409	Sr Research Assoc-Chemistry	Exempt
121	28411	Dir Technology-Chemistry	Exempt
121	28414	Business Systems Analyst	Exempt
121	28415	Mgr Computer Science Labs	Exempt
888	28416	Dir Learning Resource Center-Nursing	Exempt

8500 College/School Technology Group

Grade:	Job code:	Job title:	Flsa:
120	28501	Manager Microscopy Lab	Exempt
118	28502	Laboratory Technologist	Non-exempt
118	28503	Supv Cartographic Laboratory	Exempt
118	28505	Laboratory Machinist	Exempt
118	28506	Engineering Technician	Non-exempt
119	28507	Mgr Biology Resource Ctr	Exempt

119	28508	Mgr GIS Lab	Exempt
119	28509	Engineering Technician Sr	Exempt
122	28510		

118	28731	Coord External Programs-PAH	Exempt
118	28732	Law Stu Recruiter	Exempt
119	28733	Educational Specialist	Exempt
118	28734	Asst Dir A&S Career Prog	Exempt
120	28735	Coord Acad Achievement Prog	Exempt
118	28736	Counselor Academic Achievement Prog	Exempt
119	28737	Coord Upward Bound Prog	Exempt
118	28738	Coord Internships	Exempt
118	28739	Coord Prog	Exempt
123	28740	Dir Academic Achievement Prog	Exempt
121	28741		

122	28758	Dir Audiology & Speech Center	Exempt
119	28760	IHSP Administrator	Exempt
121	28762	Mgr Educational Engagement	Exempt
120	28763	Coord Writing Lab	Exempt
120	28764	Coord Tutorial Services	Exempt
888	28769	Asst Dir English Language Institute	Exempt
119	28770	Educational Specialist-PT	Non-exempt
119	28772	Coord Educational Talent Search	Exempt

8800 Research Services Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
120	28802	Mgr Data Collections	Exempt
118	28804	Institutional Research Analyst	Exempt
120	28805	Mgr Data Srvs	Exempt
120	28806	Asst Dir Research Development	Exempt
122	28807	Assoc Dir Res Srvs & Spon Prog	Exempt
125	28809	Dir Research & Sponsored Prog	Exempt
888	28810	Assoc VP Res & Dir Tech Trans	Exempt
888	28811	Assoc VP Research	Exempt
125	28812	Dir Institutional Research	Exempt
122	28814	Asst Dir Institutional Reporting	Exempt
120	28815	Institutional Research Associate	Exempt
123	28817	Asst Dir Tech Transfer & IP Mgt	Exempt
999	28848	Events Coord/Development Asst	Exempt

117	28849	Lab Manager-IHSP	Non-exempt
120	28850		

9200 Athletic Group

Grade:	Job code:	Job title:	Flsa:
999	29201	Asst Track Coach	Exempt
999	29202	Assoc Head Football Coach	Exempt
999	29203	Asst Baseball Coach	Exempt
999	29205	Asst Golf Coach	Exempt
999	29206	Asst Track & Field Coach	Exempt
999	29207	Asst Football Coach	Exempt
999	29208	Asst Head Football Coach	Exempt
999	29209	Asst Men’s Basketball Coach	Exempt
999	29210	Asst Men’s Soccer Coach	Exempt
999	29211	Asst Softball Coach	Exempt
999	29212	Asst Speed/Strength & Cond Coach	Exempt
999	29213	Asst Women’s Basketball Coach	Exempt
999	29214	Cheerleading Coach	Exempt
999	29215	Diving Coach	Exempt
999	29216	Head Men/Women’s Track Coach	Exempt
999	29217	Head Baseball Coach	Exempt
999	29219	Head Football Coach	Exempt
999	29220	Head Golf Coach	Exempt
999	29221	Head Men’s Soccer Coach	Exempt
999	29222	Dir Speed/Strength & Conditioning	Exempt
999	29223	Head Volleyball Coach	Exempt
999	29224	Head Women’s Basketball Coach	Exempt

999	29263	Coord Special Events - Athletics	Exempt
999	29264	Asst Swim/Head Diving Coach	Exempt
999	29266	Assoc Head Women’s Basketball Coach	Exempt
999	29267	Asst Women’s Tennis Coach	Exempt
999	29268	Pistol Coach	Non-Exempt
999	29269	Assoc Head Soccer Coach	Exempt
999	29270	Asst Dir Football Operations	Exempt

9300 Ungraded Intern Group

Grade:	**Job code:**	**Job title:**	**Flsa:**

999	29406	Supply Custodian	Exempt
999	29407	Recruiter	Exempt
999	29408	Personnel Officer-Aerospace	Exempt
999	29409	National Guard Recruiting	Exempt
999	29410	NCOIC/Information Management	Exempt
999	29413	Military Personnel Clerk	Exempt
999	29414	Educ Officer & Unit Recruiting Officer	Exempt
999	29415	Duty Officer	Exempt

9500 Ungraded Research/Scientists/Fellows Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
999	29504	Postdoctoral Fellow	Exempt
999	29505	Postdoctoral Research Assoc	Exempt
999	29506	Postdoctoral Research Fellow	Exempt
999	29507	Regional Coordinator-IHSP	Exempt
999	29508	Research Asst	Non-exempt
999	29509	Research Assoc I-IHSP	Exempt
999	29510	Research Assoc	Exempt
999	29511	Research Asst II-IHSP	Non-exempt
999	29512	Research Scientist	Exempt
999	29513	Research Asst III-IHSP	Exempt
999	29514	Research Fellow	Exempt
999	29515	Research Technician	Non-exempt
999	29516	Sr Research Assoc-IHSP	Exempt
999	29517	Sr Research Assoc	Exempt

999	29518	Visiting Research Assoc	Exempt
999	29519	Visiting Research Scientist	Exempt
999	29520	Visiting Scholar	Exempt
999	29521	Visiting Scientist	Exempt
999	29522	Visit Distinguished Scientist	Exempt
999	29523	Research Scholar	Exempt
999	29524	Sr Fellow, ILSD&G	Exempt
999	29525	Fellow, ILSD&G	Exempt
999	29527	Life Fellow	Exempt
999	29528	Adjunct Fellow	Exempt
999	29529	Visiting Research Scholar	Exempt
999	29530	Research Assoc-Biomedical Engr	Exempt
999	29531	Research Assoc-Geology	Exempt
999	29532	Teaching Fellowship	Exempt
999	29533	Asst To Dir Akron Global Polymer Academy	Exempt
999	29534	Asst to Assoc Dir AGPA	Exempt
999	29535	Mgr Wright Center	Exempt
999	29536	Fellow	Exempt
120	29537	Asst Dir AGPA Science Education & Outreach	Exempt
999	29538	Sr Research Scholar	Exempt
999	29540	Project Director-IHSP	Exempt
999	29541	Session Supervisor	Non-exempt
999	29542	Research Design Technician	Exempt
999	29543	Archaeogeophysical Surveyor	Exempt

999	29544	Asst Research Scientist	Exempt
999	29545	Mgr Mass Spectrometry Lab	Exempt
999	29547	Researcher/Grant Writer	Non-exempt

9600 Ungraded Special Events/Services Group

Grade: Job code: Job ti5.96 448.ne5r3A

999	29624	Nurse Practitioner-Nursing	Exempt
999	29625	Nurse Tutor	Non-Exempt
999	29626	Project/Grant Consultant	Exempt
999	29627	Transcriber	Non-exempt
999	29628	Project/Grant Consultant	Non-exempt
999	29629	Band Assistant	Exempt
999	29630	Artist in Residence	Exempt
999	29632	Clinical Dietitian	Exempt

9700 Ungraded University Programs Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
999	29702	Coord AAP	Exempt
999	29704	Early Childhood Coord	Exempt
999	29705	Group Leader-AAP	Exempt
999	29706	Head Teacher	Non-exempt
999	29707	Head Tutor/Counselor-AAP	Exempt
999	29708	Instructor-AAP	Exempt
999	29710	Lifeguard	Non-exempt
999	29712	Parent/Child Asst	Non-exempt
999	29714	Substitute Teacher	Non-exempt
999	29715		

999	29722	Asst Teacher	Non-exempt
999	29723	Aquatic Building Supv	Non-exempt
999	29725	Educational Assistant – AAP	Exempt
999	29726	Tutor/Coordinator – AAP	Non-exempt
999	29728	Head Teacher ABLE Even Start	Non-exempt
999	29729	Sr Economic Development Advisor	Exempt
999	29730	Teacher	Non-exempt
999	29731	Mgr Strat Initiatives Fin & Adm	Exempt
999	29732	Coord Transition	Non-exempt
999	29733	Instructor Sr-AAP	Exempt
999	29734	Tutor/Counselor Sr-AAP	Exempt
999	29735	Acting Head Teacher	Non-exempt
999	29739	Water Safety Instructor	Non-exempt
999	29740	Asst Dir Univ Park Alliance	
999	29741		
999	29742		

999	29751	Literacy Coach	Exempt
999	29752	Asst to Instructional Dir for Cultural Affairs	Exempt
999	29573	Laboratory Mgr	Exempt

9800 Other Ungraded Exceptions Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
999	29802	Adviser – Tel Buc	Exempt
999	29804	Archives Asst	Non-exempt
999	29805	Athletic Claims Coord	Exempt
999	29806	Coord (Admin)	Exempt
999	29807	Counselor	Exempt
999	29808	Lab Coordl29808 >. T<29808 4 Tw 0.33 LabTd(44 Tw 0.33 0 Td(4(s Am3C3 0 Td(	

999	29832	Dir Small Business Development Center	Exempt
999	29833	Coord Training SBDC	Non-exempt
999	29834	Counselor Small Business	Exempt
999	29836	Dir Miller-Becker Institute	Exempt
999	29837	Asst to Dean	Exempt
999	29838	Communications Coord	Exempt
999	29840	Coord Service Learning	Exempt
999	29841	Student Teaching Liaison	Non-exempt
999	29842	Clinical Audiologist	Non-exempt
999	29844	Coord Distance Learning	Exempt
999	29845	Dir Advising	Exempt
999	29846	Coord American Sign Language	Exempt
999	29847	Visiting Artist	Exempt
999	29849	University Relations Coordinator	Exempt
999	29850	Project Manager-College Tech Prep	Non-exempt
999	29851	Executive in Residence	Exempt
999	29852	Asst to the Dean Student Life	Exempt
999	29853	Adjunct Physician	Non-exempt
999	29854	Coord Outreach	Non-exempt
999	29856	Patrol Officer	Non-exempt
999	29858	Instructional Director-PSPE	Exempt
999	29859	Content Developer	Exempt
999	29860	Program Consultant	Exempt
999	29861	Program Director	Exempt

999	29862	Mgr Annual Fund & Cont Educ &
999	29863	
999	29864	

3359-

Grade:	Job code:	Job title:	Flsa:
221	T23102	Mgr Help Desk Srvs	Exempt
221	T23103	Security Administrator	Exempt
222	T23109	Mgr DBA	Exempt
222	T23111	Mgr Comp Based Assess & Eval	Exempt
222	T23112	Proj Mgr Fin, Budget, Fac	Exempt
225	T23114	Asst To VP/CIO Sec Disaster	Exempt
218	T23115	CBA & E Testing Asst	Exempt
225	T23118	Asst To The VP/CIO DE	Exempt
225	T23120	Dir Learn Tech & Scholar/Learn	Exempt
226	T23121	Dir Applic Systems Srvs	Exempt
224	T23122	Proj Mgt & Cont Qual Imprv Off	Exempt
226	T23123	Dir Network & Comm Srvs	Exempt
225	T23124	Dir Hardware Oper & Oper Sys	Exempt
225	T23126	Special Asst To TD T 225 Exempt	

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223	T23503	Asst Dir Inter & Srv Sys Srvs	Exempt
222	T23504	Lead Lan Administrator	Exempt
223	T23505	Mgr Telecommunications	Exempt

3800 Media Services Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
219	T23806	Multi-Media Producer	Exempt
223	T23808	Mgr AV & Distance Learning Srvcs	Exempt
221	T23811	Sr Multi-Media Producer	Exempt
222	T23812	Mgr Multi-Med Learn Tech	Exempt
222	T23813	Proj Mgr Design Srvs	Exempt
221	T23814	Coord Of Distance Education	Exempt
222	T23815	Mgr Distributed Educ Fac	Exempt

3900 Inst Planning, Anly, Reporting & Data

Grade:	**Job code:**	**Job title:**