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 title to each classification within the 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 classified service.

The University of Akron
Classified Staff Classifications (Series 40000)

1000 Administrative Support Division

1100 Office Support Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
113	41111	Office Support Specialist	Non-exempt
114	41112	Secretary	Non-exempt
115	41113	Administrative Secretary	Non-exempt
112	41115	Office Asst-Parking PT	Non-exempt
112	41116	Office Support Specialist-Parking	Non-exempt
112	41118	Office Asst-Dining Srvc PT	Non-exempt

2200 Cash Collection And Disbursement Group

Grade:	Job code:	Job title:	Flsa:
111	42211	Cashier Assistant	Non-exempt
113	42212	Cashier	Non-exempt
115	42213	Cashier Sr	Non-exempt
116	42214	Supv Cashier	Non-exempt
117	42216		

Grade:	Job code:	Job title:	Flsa:
112	42411	Head Bartender/Server	Non-exempt
112	42425	Team Coord Dining Svcs-PT	Non-exempt
114	42427	Lead Team Coord-Dining Srvc	Non-exempt
112	42431	Lead Cold Food Production Worker	Non-exempt
110	42433	Food Utility Worker	Non-exempt
113	42436	Food Production Worker	Non-exempt
112	42441	Coord Food Services	Non-exempt
115	42443	Bakery Coordinator	Non-exempt

2500 Dining Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
117	42501	Supv Dining Services	Non-exempt
117	42511	Chef Dining Services	Exempt
117	42531	Business Coord Dining Services	Non-exempt
117	42541	Asst Mgr Dining Services	Exempt
118	42551	Mgr Food Services	Exempt
119	42552	Gen Mgr Food Services	Exempt
119	42561	Executive Chef	Exempt

117	42612	Offset Production Specialist II	Non-exempt
118	42621	Supv DocuZip Center	Non-exempt
112	42624	DocuZip Assistant	Non-exempt
118	42631	Supv Printing	Non-exempt
119	42641	Mgr Production	Exempt
117	42651	Coord Pre-Press/Graphics	Non-exempt
118	42661	Coord Print Pu ET /P <</MCID 44 >>BDC q 216 532.2 216ci004 Tw 0.33	

3000 Information Technology Division

3100 Information Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
112	43112		

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
117	43716	Library Cataloging 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

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
117	44225	EEO/AA Specialist	Non-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	44375	Coord Ctr Gift & Estate Planning	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

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
114	45217	RLH Facilities Worker	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 Sr-WC	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
117	45272	Recyle Coord /Recycling Supt	Non-exempt

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119	46222	Police Officer II	Non-exempt
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:**	**Job title:**	**Flsa:**
116	46311	Safety Assistant	Non-exempt
118	46312	Safety & Health Inspector	Non-exempt
120	46321	Safety Officer	Exempt
120	46331	Radiation Safety Officer	Exempt
118	46334	Hazardous Materials Specialist	Non-exempt
120	46341	Environmental Compliance Officer	Exempt
120	46351	Environmental & Occupational Health Specialist	Exempt
120	46361	Coord Safety & Health Communications	Exempt
120	46371	Coord Emergency Management	Exempt

7000 Student Services Division

7100 Student Services Administrative Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
117	47111	Student Services Counselor	Non-exempt
115	47114	Student Employment Records Asst	Non-exempt
117	47121	Coord Scheduling	Non-exempt

119	47141	Registered Nurse	Non-exempt
120	47142	Nurse Supv	Exempt
118	47161	Immigration Compliance Specialist	Non-exempt
122	47171	Nurse Practitioner	Non-exempt
118	47181	Residence Life & Housing Specialist	Non-exempt
117	47183	Coord New Student Orientation	Non-exempt
115	47187	Coord Housing Assign & Contracts	Non-exempt

7200 Student Loan Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
116	47211	Student Account Specialist	Non-exempt
117	47212	Student Account Specialist Sr	Non-exempt

7300 Financial Aid Group

Grade:	**Job code:**	**Job title:**	**Flsa:**
116	47311	Student Financial Aid Assistanl Aid Assistanl Aid Aspecialia31 Tc 0.011 Tw 18	

8000 Academic Services Division

8600 Arts/Special Events Group

Grade: Job code:

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
115	49104	Grant Admin Secretary	Non-exempt
116	49106	Grant Admin Asst	Non-exempt
116	49110	Grant Administrative Assistant	Non-exempt
116	49510	Program Asst-Temp	Non-exempt

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 Programmer	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
217	T43424	Customer Support 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
220	T43455	Software Deployment Specialist	Non-exempt
217	T43457	Technology Specialist	Non-exempt
219	T43458	Sr Technology Specialist	Non-exempt
221	T43459	Lead Technology Specialist	Non-exempt
220	T43461	Enterprise Systems Programmer	Exempt
221	T43462	Sr Enterprise Systems Programmer	Exempt
219	T43471	Applications Systems Analyst	Non-exempt
221	T43472	Sr Applications Systems Analyst	Exempt
217	T43481	Technology Support Analyst	Non-exempt
219	T43482	Sr Technology Support Analyst	Non-exempt
217	T43487	Computer Tech Sr	Non-exempt
220	T43491	Applications Software Upgrade Specialist	Exempt

3500 Network & Telecomm Group

218	T43523	Telecom Network Administrator	Non-exempt
219	T43541	Systems Administrator	Exempt
221	T43542	Sr Systems Administrator	Exempt
219	T43551	LAN Administrator	Non-exempt
221	T43552	Sr LAN Administrator	Non-exempt

219	T43562	Network Engineer	Exempt
220	T43563	Sr Network Engineer	Exempt
221	T43564	Lead Network Engineer	Exempt
216	T43571	Coord Network Services	Non-exempt
219	T43581		

Grade: Job code: Job title: Flsa:

Effective:
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, 6/21/01, 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, 9/21/07, 11/8/07, 12/31/07, 2/11/08, 4/17/08, 5/5/08, 6/13/08, 7/6/08, 8/24/08, 11/2/08, 1/19/09, 2/27/09; 4/27/09, 5/30/09, 8/1/09, 8/30/09, 11/13/09, 12/31/09, 4/8/10, 5/2/10; 5/23/10, 7/8/10, 10/22/10, 1/1/11, 4/11/11, 5/22/11, 6/30/11; 8/20/11, 1/30/12