

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	Department Office Supp Spec	Non-exempt
114	41112	Department Secretary	Non-exempt
115	41113	Department Admin Secretary	Non-exempt

--


Grade:	Job code:	Job title:	Flsa:
117	41211	Coord Word Processing Center	Non-exempt
118	41212	Office Manager	Non-exempt
118	41215	Coord Res Srvs & Spon Progs	Non-exempt
117	41219		

120	41315	Sr Admin Coord Pres Office	Non-exempt
118	41317	Asst to Dean-Law School	Non-exempt
119	41318	Coord Admin Srvs - WC	Non-exempt
119	41319	Coord Admin Srvc A&S	Non-exempt
119	41321	Admin Coord Polymers & Research	Non-exempt
119	41323	Coord Admin Svcs-Advancement	Non-exempt
117	41325	Coord Academic Affairs Support-WC	Non-exempt
119	41333	Coord Business & Operations CAST	Non-exempt
117	41335	Coord Lakewood Center	Non-exempt
119	41337	Coord Admin Srvc - CBA	Non-exempt
119	41339	Sr Exec Admin Asst & CoordFndRel	Non-exempt
119	41341	Coord Admin Srvc COE	Non-exempt
119	41343	Coord Admin Svcs-Educ	Non-exempt
<u>119</u>	<u>41345</u>	<u>Coord Admin Srvc-CHP</u>	<u>Non-exempt</u>

2000 Finance Accounting Division

2100 Accounting Group

Grade:	Job code:	Job title:	Flsa:



111	42211	Cashier Assistant	Non-exempt
116	42213	Department Cashier Sr-WC	Non-exempt
117	42216	Student Account/Cashier Spec	Non-exempt
118	42218	Coord Bursars Office	Non-exempt
117	42220	Cashier Lead	Non-exempt
119	42226	Coord Medical Billing-SLPA	Non-exempt

2300 Purchasing Group

Grade:	Job code:	
--------	-----------	--

118	42551	Mgr Food Services	Exempt
119	42552	Gen Mgr Food Services	Exempt
117	42555	Mgr Concessions - PAH	Non-exempt

2600 Printing Services Group

Grade:	Job code:	Job title:	Flsa:
117	42612	Offset Production Specialist II	Non-exempt
118	42621	Supv DocuZip Center	Non-exempt
118	42631	Supv Printing	Non-exempt
119	42641	Mgr Production	Exempt
118	42651	Coord Pre-Press/Graphics	Non-exempt

2700 Auxiliary Services Group

Grade:	Job code:	Job title:	Flsa:
118	42712	Mgr Parking Field Operations	Exempt
118	42741	Retail Manager	Exempt
110	42745	Retail Associate	Non-exempt
118	42761	Mgr Parking Projects	

3200 Computer Operations Group

Grade:	Job code:	Job title:	Flsa:
119	43223	Lead Production Control Analyst	Non-exempt

3300 Information Services Application Support Group

--

114	43610	Media Support Associate WC	Non-exempt
117	43612	Coord Media Support Technology-WC	Non-exempt

3700 Library Group

Grade:	Job code:	Job title:	Flsa:
114	43711	Library Assistant	Non-exempt

118	44173	Sr HRIS Specialist	Non-exempt
119	44174	HRIS Administrator	Exempt
117	44176	HRIS Specialist-Projects	Non-exempt
119	44177	Sr HRIS Data Analyst	Non-exempt

4200 Affirmative Action Group

Grade:	Job code:	Job title:	Flsa:
117	44225	EEO/AA Specialist	Non-exempt

4300 Public Relations/Development Group

Grade:	Job code:	Job title:	Flsa:
117	44371	Coord Gift Processing	Non-exempt
119	44372	Sr Coord Donor Gift Oper & Srvs	Non-exempt
118	44375	Coord Ctr Gift & Estate Plng	Non-exempt
118	44377	Donor Stewardship Specialist	Non-exempt

4400 General Counsel Group

Grade:	Job code:	Job title:	Flsa:
119	44401	Legal Assistant	Non-exempt
120	44402		

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
118	45155	Facilities CW7r 0 0 m 25.4 h W CBA 0 -1 405	607.8 cm 0 0 m 111 0 1 110.5 0.5 1 0

119	45241	Equipment Maintenance Supt	Non-exempt
119	45252	Energy Management Supt	Non-exempt
117	45272	Recycle Coord/Recycling Supt	Non-exempt
116	45274	Athletics Facilities Worker	Non-exempt
118	45276	Recreation Technician-SRWS	Non-exempt
115	45287	Parking Facilities Maint-Shift Leader	Non-exempt
118	45289	Asst Facilities Mgr-MCUC	Non-exempt

5300 Grounds/Custodial Group

Grade:	Job code:	Job title:	Flsa:
117	45321	Grounds Supt	Non-exempt
117	45331	Custodial Supt	Non-exempt
117	45335	Supv Custodial & Housekeeping	Non-exempt

5400 Mail Services/Delivery Group

Grade:	Job Code:	Job title:	Flsa:
117	45412	Asst Mgr Mailing Services	Non-exempt
119	45413	Mgr Mailing Services	Non-exempt
116	45415	Coord Mailing Services	Non-exempt

5500 Storekeeper Group

Grade:	Job code:	Job title:	Flsa:
115	45511	Department Storekeeper	Non-exempt
116	45515	Supv Surplus Property	Non-exempt
116	45521	Dept Chem Storekeeper-WC	Non-exempt

6000 Public Safety Division

6100 Radio Operator/Dispatcher Group

Grade:	Job code:	Job title:	Flsa:
116	46131	Police 911 Telecom-PT	Non-exempt
117	46132	E-911 Telecom Manager	Non-exempt

6200 Police Group

Grade:	Job code:	Job title:	Flsa:
122	46261	Captain	Exempt
118	46272	Patrol Officer	Non-exempt

6300 Safety Group

Grade:	Job code:	Job title:	Flsa:
120	46321	Safety Officer	Exempt
120	46331	Radiation Safety Officer	Exempt
118	46334	Hazardous Materials Specialist	Non-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	Dept Stud Srvs Counselor-WC	Non-exempt

118	
-----	--

219	T43471	Applications Systems Analyst	Non-exempt
-----	--------	------------------------------	------------

--

218	T43861
-----	--------

Effective: 11/30/2020

Certification: _____
M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3345.31, 3359.01

Rule Amplifies: 124.14, 3359.03

Prior Effective Dates: 04/15/2000, 06/21/2001, 08/15/2001, 10/24/2001,
11/24/2001, 05/24/2002, 10/28/2002, 11/23/2002,