3359-25-06   **Classified classification plan.**

Jjob oade:

(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:

emt:5:

n1h0 Office Supe pec:

120	41315	Sr Admin Coord Pres Office	Non-exempt
~~118~~119	41317	~~Asst to Dean-Law School~~ Coord Admin Svcs - School Law	

2200 Cash Collection And Disbursement 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:	Job title:	Flsa:
117	42321	Mgr Central Stores	Exempt
119	42343	Buyer Sr	Exempt
120	42344	Purchasing Agent	Exempt

2400 Food Preparation Group

Grade:	Job code:	Job title:	Flsa:
112	42431	Garde Manager	Non-exempt
112	42441	Coord Food Services	Non-exempt
114	42445	Lead Team Coord-Catering Maint	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
118	42531	Coord Bus Ops-Dining Srvs	Non-exempt

117	42541	Asst Mgr Dining Services	Exempt
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	Exempt

Grade:	Job code:	Job title:	Flsa:
119	42824	Telecom Engineer	Exempt

3000 Information Technology Division

3100 Information Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
118	43115	IT Budget Administrator	Non-exempt

| 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
116	43713	Library Assoc Sr-WC	Non-exempt
117	43714	Library Specialist - WC	Non-exempt
~~118~~	~~43728~~	~~Coord Nat Stu Loan Data Sys~~	~~Non-exempt~~
118	43732	Program Coord Law School Ctrs	Non-exempt
118	43734	UL Budget Admin	Non-exempt

3800 Media Services Group

Grade:	Job code:	Job title:	Flsa:
118	43831	Coord Public Address System	Non-exempt

4000 Business/Administrative Division

4100 Human Resources Group

Grade:	Job code:	Job title:	Flsa:
118	44121	Coord Benefits	Non-exempt
119	44122	Benefits Administrator	Non-Exempt
118	44132	Employment Services Associate	Non-exempt
118	44135	TD & HR Assoc	Non-exempt
119	44137	Coord Human Resources	Non-exempt
117	44172	HRIS Specialist	Non-exempt
118	44173	Sr HRIS Specialist	Non-exempt
119	44174	HRIS Administrator	Exempt

119	44176	HR Data Analyst	Non-exempt
120	44177	HR Data Analyst	Non-exempt

4200 Affirmative Action Group

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

4300 Public Relations/Development Group

Grade:	Job code:	Job title:	Flsa:

120	45152	Facilities Manager-WC	Exempt
118	45155	Facilities Coord - CBA	Non-Exempt
120			

117	45286	Parking Facilities Maint Supt	Non-exempt
115	45287	Parking Facilities Maint-Shift Leader	Non-exempt
118	45289		

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	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	47116	Coord Admissions-WC	Non-exempt
119	47141	Registered Nurse	Non-exempt
118	47143	Licensed Practical Nurse	Non-exempt
118	47181	Residence Life & Housing Specialist	Non-exempt
118	47601	Coord Admissions	Non-exempt

7200 Student Loan Group

Grade:	Job code:	Job title:	Flsa:

7300 Financial Aid Group

Grade:	Job code:	Job title:	Flsa:
118	47313	Coord Student Financial Aid Programs	Exempt
118	47314	Coord Student Financial Aid	Non-exempt
118	47322	Coord Univ Scholarship Programs	Non-exempt
118	47328	Coord Nat Stu Loan Data Sys	Non-exempt

7400 Registrar's Group

Grade:	Job code:	Job title:	Flsa:
115	47422	Enrollment Services Associate	Non-exempt
119	47426	Mgr Enrollment Services	Exempt

7500 Student Activities Group

Grade:	Job Code:	Job title:	Flsa:
117	47521	Coord Student Union Information Services	Non-exempt
118	47522	Coord Stu Union Facility Mgmt	Non-exempt
118	47531	Coord Student Publications	Non-exempt
118	47543		

Grade:	Job code:	Job title:		Flsa:
118	48723	Coord Confucius Institute		Non-exempt

3400 Information Services Technical Support Group

Grade:	Job code:	Job title:	Flsa:
217	T43424	IT Help Desk Analyst	Non-exempt
217	T43426	IT Help Desk Administrator	Non-exempt
222	T43431	Coord Instructional Technology Support	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

3500 Network & Telecomm Group

Grade:	Job code:	Job title:	Flsa:
216	T43521	Telecom Technician I	Non-exempt
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

| 216 | T43571 | Coord Network Services | Non-exempt |
| 219 | T43581 | Server Systems Developer | Exempt |

3800 Media Services Group

Grade:	Job code:	Job title:	Flsa:
218	T43811	Multi-Media Specialist	Non-exempt
219	T43821	Coord NOC	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	T43871	Curriculum Designer	Exempt

3900 Inst Planning, Anly, Reporting & Data

Grade:	Job code:	Job title:	Flsa:
219	T43911	MIS Analyst	Non-exempt
220	T43912	Sr MIS Analyst	Exempt
219	T43921	Database Administrator	Exempt
219	T43329	Software Developer	Non-exempt
220	T43951	Video Network Engineer	Exempt

60000 Grant Funded Positions

61110 Grant Funded positions

Grade:	Job code:	Job title:	Flsa:
115	61117	Grant Admin Sec Chem & Bio Eng	Non-exempt

| 116 | 61119 | Admin Asst-Inst Ldrshp Adv Grant | Non-exempt |

Effective:

Certification:

M. Celeste Cook
Secretary
Promulgated Under: Board ofT

Statutory Authority:

Rule Amplifies:

Prior Effective Dates: