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
112	41115	Office Asst-Parking PT	Non-exempt
115	41121	Desktop Publishing Specialist	Non-exempt
116	41131	Department Program Asst-WC	Non-exempt
117	41134	Program Assistant Sr-Contract Training & Grants	Non-exempt
115	41161	Dept College Prog Spec-Honors	Non-exempt
117	41171	Design Specialist-WC	Non-exempt

1200 Office Management Group

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	Coord Office Administration-Law	Non-exempt
117	41221	Department Coord Events-WC	Non-exempt
118	41224	Coord Basketball Opns	Non-exempt
119	41226	Mgr Admin Svcs- Cont & Prof Ed	Non-exempt
117	41231	Coord Records Management	Non-exempt
118	41241	Asst to the Dir	Non-exempt
117	41243	Asst to Dept Chair Mathematics	Non-exempt
117	41247	Asst to Dept Chair - Biology	Non-exempt
118			

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 Srvcs A&S	Non-exempt

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

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

3300 Information Services Application Support Group

Grade:	Job code:	Job title:	Flsa:
119	43351	Asst Departmental Systems Adm-HR	Non-exempt
121	43352	Departmental Systems Administrator	Non-exempt
118	43361		

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	43831JobJobJobcode:JobJob118			

120	44177	HR 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	Legal Assistant Sr.	Non-exempt
120	44405	Coord Office Board of Trustees	Non-exempt
119	44407	Legal Assistant-Litigation	Non-exempt

5000 Facilities Management Division

5100 Facilities Management Administrative Group

Grade:	Job code:	Job title:	Flsa:
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 Coord - CBA	Non-Exempt
120	45171		

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	-l3 BT 7645413

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

Safety Group

Job code:	Job title:	Flsa:
46321	Safety Officer	Exempt
46331	Radiation Safety Officer	Exempt

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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	Coord SRWC Budget Operations	Non-exempt
116	47551	Coord Operations	Non-exempt

8000 Academic Services Division

8600 Arts/Special Events Group

Grade:	Job code:	Job title:	Flsa:
117	48631	Stage Manager	Exempt
117	48653	Technical Svcs Assoc-PAH	Non-exempt
119	48661	Mgr Costume Design	Exempt

8700 College/School Program Group

Grade:	Job code:	Job title:	Flsa:

118	48723	Coord Confucius Institute	Non-exempt

8800 Research Services Group

Grade:	Job code:	Job title:	Flsa:
118	48821	External Funding Information Specialist	Exempt
118	48822	Data Collections Analyst	Non-exempt
118	48824	Data Coll & Web Dev Anly CBA	Non-exempt
115	48826	Intellectual Prop Records Proc	Non-exempt

8900 Academic Services Support Group

Grade:	Job code:	Job title:	Flsa:
116	48941	Department Test Monitor	Non-exempt

3000 Information Technology Division "At Risk" Technical Positions

3300 Information Services Application Systems Group

Grade:	Job code:	Job title:	Flsa:
217	T43311	Applications Programmer	Non-exempt
221	T43313	Sr Systems Analyst Programmer	Exempt
221	T43316	Sr DARS System Analyst Programmer	Exempt
217	T43329	Software Developer	Non-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
218	T43383	CBA & E Testing Asst	Non-exempt

3400 Information Services Technical Support Group

| 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: 05/07/2022

Certification: M. Celeste Cook