

University of Maine System
Job Classification System

Index of Jobs Sorted by Job Code			
Job Code	Job Title	Salary Grade	C.B. Unit
0001	Clerk	4	003
0003	Clerk-Typist	8	003
0004	Clerk-Typist (Conf.)	8	Non-Rep
0008	Secretary	14	003
0009	Secretary (Conf.)	14	Non-Rep
0010	Scheduling Assistant	14	003
0011	Administrative Assistant I	19	003
0012	Administrative Assistant I (Conf.)	19	Non-Rep
0013	Administrative Assistant II (Conf.)	21	Non-Rep
0014	Administrative Assistant II	21	003
0015	Administrative Associate	22	005
0016	Records Technician I	14	003
0017	Records Technician I (Conf.)	14	Non-Rep
0018	Records Technician II	16	003
0019	Box Office Assistant	18	003
0020	Switchboard Operator	5	003
0021	Switchboard Operator II	8	003
0027	Communications Center Coordinator	15	003
0028	Chief Switchboard Operator	11	005
0030	Information Center Coordinator	18	005
0031	Information Center Assistant	14	003
0032	Work Control Coordinator	21	003
0111	Data Entry Technician	8	003
0112	Survey Research Interviewer	6	003
0113	Survey Research Interviewer I	13	003
0114	Survey Research Supervisor	14	003
0115	Survey Research Interviewer II	16	003
0116	Data Entry Supervisor	17	005
0117	Survey Research Supervisor I	19	003
0118	Survey Research Supervisor II	21	003
0122	Programmer Aide	14	003
0135	Data Processing Supervisor	20	003
0137	Data Processing Coordinator	18	003
0141	Accounts and Tapes Controller	14	003
0142	Computer Office Assistant	17	003
0143	Accounts and Tapes Technician	10	003
0150	Computer Operator	16	003
0151	Web Technician	18	003
0155	Desktop Support Technician	18	003
0156	Desktop and Network Support Technician	19	003
0157	Minicomputer System Coordinator	19	003
0158	Computer Operations Supervisor	22	005
0159	Microcomputer Supervisor	22	005

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Job Code	Job Title	Salary Grade	C.B. Unit
0161	Microcomputer Technician	17	003
0162	Network Services Support Technician	13	003
0163	Microcomputer Operations Assistant	14	003
0200	Food Service Storeroom Clerk	15	003
0202	Storeroom Clerk	11	003
0204	Scientific Stores Clerk	15	003
0208	Stockroom Coordinator	9	003
0218	Assistant Stockroom Manager	17	003
0220	Stockroom Manager	23	005
0238	Museum Technician	13	003
0240	Inventory Technician	11	003
0300	Cashier I	9	003
0301	Cashier II	13	003
0307	Treasury Cashier	13	003
0310	Bookkeeper	14	003
0311	Bookkeeper (Conf.)	14	Non-Rep
0313	Accounts Receivable Technician	13	003
0314	Accounts Payable Technician	13	003
0315	Senior Accounts Payable Technician	16	003
0316	Accounting Coordinator	18	003
0320	Cash Operations Technician	18	Non-Rep
0334	Payroll Clerk	13	003
0335	Payroll Clerk (Conf.)	13	Non-Rep
0340	System Payroll Coordinator (Conf.)	20	Non-Rep
0343	Data Control Clerk	10	003
0344	Accounts Technician	10	003
0346	Accounting Operations Supervisor	22	005
0348	Accounting Supervisor	19	003
0350	Loan Collector	10	003
0351	Loan Collector/Operations Assistant	13	003
0401	Mailroom Assistant II	9	003
0402	Mailroom Operator	10	003
0403	Mailroom Machine Operator	6	003
0404	Mail Carrier	8	004
0406	Assistant Mail Services Supervisor	15	003
0407	Mail Services Supervisor	18	005
0500	Workers Compensation Technician	19	003
0510	Personnel Assistant (Conf.)	19	Non-Rep
0511	Workers Compensation Assistant (Conf.)	21	Non-Rep
0520	Employee Benefits Assistant (Conf.)	21	Non-Rep
0530	Payroll/Personnel Technician	19	003
0531	Payroll/Personnel Technician (Conf.)	19	Non-Rep
0541	Student Personnel Assistant	21	003
1000	Trades Helper	4	004

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Job Code	Job Title	Salary Grade	C.B. Unit
1002	Trades Apprentice <i>** Percentage of Applicable Trade Rate</i>	**	004
1005	Apprentice Painter <i>* Percentage of Applicable Painter Rate</i>	*	004
1006	Painter	17	004
1007	Spray Painter/Texture Sprayer	19	004
1017	Paint Crew Leader	17	004
1018	Assistant Painter Supervisor	22	005
1019	Painter Supervisor	24	005
1020	Facilities Sign Technician	21	004
1032	Carpenter	20	004
1034	Roofer	17	004
1035	Roofing and Contract Inspector	22	004
1036	Assistant Carpenter Supervisor	23	005
1037	Carpenter Supervisor	25	005
1038	Roofing Supervisor	25	005
1060	Plumber	20	004
1066	Assistant Plumber Supervisor	23	005
1067	Plumber Coordinator	22	004
1068	Plumber Supervisor	25	005
1070	Mason	20	004
1080	Refrigeration Mechanic	21	004
1090	Locksmith	19	004
1092	Assistant Locksmith Supervisor	20	004
1093	Locksmith Supervisor	24	005
1104	Electrical Alarm and Emergency Systems Mechanic	20	004
1105	Life Safety System Inspector	15	004
1106	Life Safety Compliance Technician	16	004
1110	Electrician	21	004
1111	Electrician and Elevator Contract Coordinator	22	004
1112	Electrician Coordinator	22	004
1113	Assistant Electrician Supervisor	24	005
1114	Electrician and Power Distribution Supervisor	26	005
1116	Assistant Life Safety Systems Supervisor	25	005
1117	Assistant Electrician and Power Distribution Supervisor	25	005
1125	Mechanical Trades Supervisor	25	005
1126	Maintenance Supervisor	25	005
1201	Assistant Watch Engineer	14	004
1205	Watch Engineer	20	004
1208	Heating Plant Operator	21	004
1210	Boilermaker	22	004
1220	Oil Burner Mechanic	20	004
1230	HVAC Technician	21	004
1234	Climate Control Technician	17	004

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Job Code	Job Title	Salary Grade	C.B. Unit
1237	HVAC Coordinator	22	004
1239	Assistant HVAC Supervisor	24	005
1240	Central Heating Plant Coordinator	22	004
1250	Steam Plant Supervisor	25	005
1251	Assistant Steam Plant Supervisor	23	005
1252	HVAC Supervisor	25	005
1310	Engineering Aide I	15	003
1312	Engineering Aide II	19	003
1313	Energy Conservation Coordinator	18	003
1314	Energy and Utilities Monitor	12	003
1430	Security Guard II	8	006
1435	Security Guard III	14	006
1436	Security Guard Supervisor	20	005
1437	Parking Services Enforcement Officer	14	006
1438	Crime Prevention Specialist	25	006
1440	Police Officer	24	006
1443	Police Corporal	25	006
1444	Police Sergeant	25	006
1447	Police Lieutenant	26	005
1450	Parking Coordinator	16	003
1454	Public Safety Communications Coordinator	22	006
1456	Public Safety Communications Supervisor	24	005
1461	Police Investigator	25	006
1480	Hazardous Material Technician	18	004
1481	Hazardous Material Assistant	18	003
1483	Asbestos and Lead Coordinator	22	004
1484	Hazardous Material Supervisor	23	005
1490	Assistant Resource Recovery Supervisor	22	005
1497	Resource Recovery Supervisor	24	005
1498	Recycling Coordinator	16	004
1499	Material Sorter	1	004
1500	Custodian I	7	004
1502	Custodian II	8	004
1504	Custodian III	11	004
1506	Custodian IV	13	004
1510	Custodial Services Supervisor	17	005
1514	Assistant Executive Custodian	22	005
1518	Executive Custodian	24	005
1520	Building Events Coordinator	15	004
1600	Building and Grounds Maintenance Worker	8	004
1602	Building and Grounds Maintenance Crew Leader	21	005
1604	Building and Grounds Maintenance Mechanic	10	004

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Job Code	Job Title	Salary Grade	C.B. Unit
1606	Building and Grounds Maintenance Mechanic and Trades Worker	19	004
1608	Building Services Supervisor	19	005
1610	Laborer	8	004
1612	Crew Coordinator	18	004
1614	Crew Leader	19	005
1616	Construction Coordinator	24	005
1620	Truck Driver Helper I	5	004
1621	Truck Driver Helper II	9	004
1622	Truck Driver I	10	004
1623	Truck Driver II	11	004
1624	Courier	5	004
1626	Special Equipment Operator	16	004
1630	Assistant Grounds Supervisor	22	005
1632	Grounds Supervisor I	22	005
1634	Grounds Supervisor II	25	005
1635	Landscaper/Groundskeeper	14	004
1644	Building and Grounds Maintenance Supervisor	23	005
1700	Dispatcher	12	003
1720	Garage Servicer	6	004
1730	Garage Mechanic I	10	004
1731	Garage Mechanic II	19	004
1732	Marine Mechanic	20	004
1733	Garage Mechanic III	20	004
1740	Assistant Garage Supervisor	24	005
1742	Assistant Motor Pool and Parts Supervisor	23	005
1744	Garage Supervisor	24	005
1761	Automotive Body Mechanic	19	004
2001	Cafeteria Checker	1	004
2010	Dish Machine Operator I	2	004
2011	Dish Machine Operator II	7	004
2020	Utility Worker	7	004
2022	Kitchen Porter	2	004
2034	Baker	14	004
2036	Head Baker	19	005
2040	Cook I Apprentice	7	004
2042	Cook	13	004
2043	Cook II	12	004
2044	Cook III	13	004
2045	Assistant Chef	17	004
2048	Chef	22	005
2050	Food Server I	5	004
2051	Food Server II	8	004
2052	Culinary Associate	11	004
2053	Food Service Utility Worker	7	004

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Job Code	Job Title	Salary Grade	C.B. Unit
2054	Customer Service Supervisor	19	005
2055	Retail Food Supervisor	14	005
2063	Food Manager	19	005
2064	Cafeteria Supervisor	19	005
2070	Salad Preparer I	2	004
2071	Salad Preparer II	6	004
2076	Vegetable Preparer	2	004
2080	Food Service Operations Manager	19	005
2110	Receptionist	3	003
2119	Furniture Builder and Restorer	18	004
2200	Sales Clerk	5	003
2206	Bookstore Clerk	9	003
2207	Bookstore Assistant	13	003
2208	Course Materials Coordinator	19	003
2220	Floor Manager	9	003
2221	Floor Supervisor	19	005
2224	Game Room Service Manager	13	003
2226	Textbook Clerk	8	003
2228	Buyer	14	003
2230	Book Manager	19	003
2231	Bookstore Stock Supervisor	19	005
2232	Merchandise Manager	19	003
2234	Bookstore Coordinator	18	003
2235	Bookstore Stock Manager	15	003
2236	Computer Store Floor Manager	21	005
2240	Office Manager	22	005
2262	Postal-Check Cashing Service Clerk	13	003
2310	Copyroom Machine Operator	8	003
2315	Copyroom Supervisor	17	005
2320	Proofreader	11	003
2340	Typesetter	16	004
2342	Pre-Press Technician	18	004
2343	Offset Press Operator	19	004
2344	Bindery Machine Operator	18	004
2346	Printing Production Supervisor	24	005
2350	Binder	10	004
2355	Printing Copyroom Coordinator	14	003
2374	Photographic Technician	9	003
2375	Publications Coordinator	15	003
2380	Customer Service Representative/Estimator	18	003
2386	Printing Office Supervisor	24	005
2430	Medical Laboratory Technician	16	003
2431	Clinical Laboratory Assistant	14	003
2432	Pharmacy Technician	20	003
2435	Medical Assistant I	9	003
2436	Medical Assistant II	15	003

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Job Code	Job Title	Salary Grade	C.B. Unit
2437	Ambulance Coordinator	21	003
2438	Unit Coordinator	21	005
2439	Medical Assistant III	17	003
2440	Exercise Technician	13	003
2442	Exercise Instructor	13	003
2446	Health Fitness Assistant	15	003
2447	Safety and Health Assistant	20	003
2500	Building Receptionist	5	003
2510	Game Room Attendant	10	003
2514	Game Room Supervisor	14	003
2525	Recreation and Fitness Facility Assistant	12	003
2527	Recreation and Fitness Facility Manager	15	003
2528	Recreation and Fitness Facility Supervisor	18	005
2529	Recreational Sports Facility and Equipment Maintenance Coordinator	16	004
2530	Newscounter Attendant	4	003
2534	Newscounter Supervisor	5	003
2561	Sewing Machine Operator	8	004
2562	Assistant Athletic Equipment Manager & Swimming Pool Maintenance Worker	12	004
2564	Athletic Equipment Manager	15	003
2565	Athletic Grounds and Equipment Worker	9	004
2566	Athletic Facilities Assistant	17	004
2567	Athletic Grounds and Equipment Manager	16	004
2568	Ice Arena Maintenance and Athletic Grounds Worker	12	004
2569	Ice Arena Maintenance Supervisor	16	004
2570	Arena Operations Coordinator	20	004
2575	Crafts Center Supervisor	14	003
3012	Large Animal Technician	8	003
3015	Dairy Farm Livestock Worker	14	003
3016	Dairy Farm Feed Processing and Livestock Worker	14	003
3017	Dairy Farm Maintenance and Forage Worker	18	003
3020	Farm Laborer	6	004
3030	Farm Mechanic I	12	004
3031	Farm Mechanic II	19	004
3040	Farm Technician	12	003
3042	Farm Facilities and Fields Coordinator	18	005
3044	Assistant Farm Supervisor	21	005
3049	Farm Manager	26	005
3050	Livestock Assistant	15	004
3060	Landscape Supervisor	20	005
3070	Crop Technician	15	003
3110	Archeology Research Aide	6	003

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3120	Laboratory Assistant	5	003
3124	Scientific Technician I	15	003
3129	Laboratory Utility Worker	11	003
3140	Technician	14	003
3149	Engineering Associate	21	003
3162	Scientific Technician II	21	003
3180	Food Laboratory Technician	10	003
3190	Animal Room Caretaker	7	003
3200	Broadcast Production Assistant	13	003
3220	Distance Education Technician I	14	003
3221	Distance Education Technician II	19	003
3222	Classroom Operations Supervisor	22	005
3223	University Network Support Technician	19	003
3232	Broadcast Studio Technician	21	003
3279	Production Associate	18	003
3280	Production Studio Supervisor	24	005
3324	Chief Duplication Clerk	8	003
3330	Library Clerk	13	003
3334	Library Assistant I	14	003
3335	Library Assistant II	18	003
3345	Library Mail & Supply Clerk	7	003
3360	Learning Resources Aide	11	003
3400	Audiovisual Technician I	8	003
3401	Audiovisual Technician II	15	003
3402	Audiovisual Supervisor	21	005
3404	Telecommunications System Technician	17	003
3405	Audiovisual Assistant	14	003
3407	Audiovisual Technician III	17	003
3415	Instructional Equipment Distribution Clerk	13	003
3424	Boat Coordinator	21	003
3455	Program Aide II	19	003
3456	Program Aide I	15	003
3460	Manager of Funded Accounts	21	003
3480	Scoring Technician	14	003
3502	Child Care Assistant Teacher	16	003
3504	Child Care Teacher Aide	5	003
3505	Reader	7	003

Office of Human Resources
October 08, 2009