

## University of Maine System Job Classification System

<b>Index of Jobs Sorted by Job Code</b>			
<b>Job Code</b>	<b>Job Title</b>	<b>Salary Grade</b>	<b>C.B. Unit</b>
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

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0159	Microcomputer Supervisor	22	005
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

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0531	<b>Payroll/Personnel Technician (Conf.)</b>	19	Non-Rep
0541	<b>Student Personnel Assistant</b>	21	003
1000	<b>Trades Helper</b>	4	004
1002	<b>Trades Apprentice</b> <i>** Percentage of Applicable Trade Rate</i>	**	004
1005	<b>Apprentice Painter</b> <i>* Percentage of Applicable Painter Rate</i>	*	004
1006	<b>Painter</b>	17	004
1007	<b>Spray Painter/Texture Sprayer</b>	19	004
1017	<b>Paint Crew Leader</b>	17	004
1018	<b>Assistant Painter Supervisor</b>	22	005
1019	<b>Painter Supervisor</b>	24	005
1020	<b>Facilities Sign Technician</b>	21	004
1032	<b>Carpenter</b>	20	004
1034	<b>Roofer</b>	17	004
1035	<b>Roofing and Contract Inspector</b>	22	004
1036	<b>Assistant Carpenter Supervisor</b>	23	005
1037	<b>Carpenter Supervisor</b>	25	005
1038	<b>Roofing Supervisor</b>	25	005
1060	<b>Plumber</b>	20	004
1066	<b>Assistant Plumber Supervisor</b>	23	005
1067	<b>Plumber Coordinator</b>	22	004
1068	<b>Plumber Supervisor</b>	25	005
1070	<b>Mason</b>	20	004
1080	<b>Refrigeration Mechanic</b>	21	004
1090	<b>Locksmith</b>	19	004
1092	<b>Assistant Locksmith Supervisor</b>	20	004
1093	<b>Locksmith Supervisor</b>	24	005
1104	<b>Electrical Alarm and Emergency Systems Mechanic</b>	20	004
1105	<b>Life Safety System Inspector</b>	15	004
1106	<b>Life Safety Compliance Technician</b>	16	004
1110	<b>Electrician</b>	21	004
1111	<b>Electrician and Elevator Contract Coordinator</b>	22	004
1112	<b>Electrician Coordinator</b>	22	004
1113	<b>Assistant Electrician Supervisor</b>	24	005
1114	<b>Electrician and Power Distribution Supervisor</b>	26	005
1116	<b>Assistant Life Safety Systems Supervisor</b>	25	005
1117	<b>Assistant Electrician and Power Distribution Supervisor</b>	25	005
1125	<b>Mechanical Trades Supervisor</b>	25	005
1126	<b>Maintenance Supervisor</b>	25	005
1201	<b>Assistant Watch Engineer</b>	14	004
1205	<b>Watch Engineer</b>	20	004
1208	<b>Heating Plant Operator</b>	21	004
1210	<b>Boilermaker</b>	22	004

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1220	<b>Oil Burner Mechanic</b>	20	004
1230	<b>HVAC Technician</b>	20	004
1234	<b>Climate Control Technician</b>	17	004
1237	<b>HVAC Coordinator</b>	22	004
1239	<b>Assistant HVAC Supervisor</b>	24	005
1240	<b>Central Heating Plant Coordinator</b>	22	004
1250	<b>Steam Plant Supervisor</b>	25	005
1251	<b>Assistant Steam Plant Supervisor</b>	23	005
1252	<b>HVAC Supervisor</b>	25	005
1310	<b>Engineering Aide I</b>	15	003
1312	<b>Engineering Aide II</b>	19	003
1313	<b>Energy Conservation Coordinator</b>	18	003
1314	<b>Energy and Utilities Monitor</b>	12	003
1430	<b>Security Guard II</b>	8	006
1435	<b>Security Guard III</b>	14	006
1436	<b>Security Guard Supervisor</b>	20	005
1437	<b>Parking Services Enforcement Officer</b>	14	006
1438	<b>Crime Prevention Specialist</b>	25	006
1440	<b>Police Officer</b>	24	006
1443	<b>Police Corporal</b>	25	006
1444	<b>Police Sergeant</b>	25	006
1447	<b>Police Lieutenant</b>	26	005
1450	<b>Parking Coordinator</b>	16	003
1454	<b>Public Safety Communications Coordinator</b>	22	006
1456	<b>Public Safety Communications Supervisor</b>	24	005
1461	<b>Police Investigator</b>	25	006
1480	<b>Hazardous Material Technician</b>	18	004
1481	<b>Hazardous Material Assistant</b>	18	003
1483	<b>Asbestos and Lead Coordinator</b>	22	004
1484	<b>Hazardous Material Supervisor</b>	23	005
1490	<b>Assistant Resource Recovery Supervisor</b>	22	005
1497	<b>Resource Recovery Supervisor</b>	24	005
1498	<b>Recycling Coordinator</b>	16	004
1499	<b>Material Sorter</b>	1	004
1500	<b>Custodian I</b>	7	004
1502	<b>Custodian II</b>	8	004
1504	<b>Custodian III</b>	11	004
1506	<b>Custodian IV</b>	13	004
1510	<b>Custodial Services Supervisor</b>	17	005
1514	<b>Assistant Executive Custodian</b>	22	005
1518	<b>Executive Custodian</b>	24	005
1520	<b>Building Events Coordinator</b>	15	004
1600	<b>Building and Grounds Maintenance Worker</b>	8	004
1602	<b>Building and Grounds Maintenance Crew Leader</b>	21	005

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1604	<b>Building and Grounds Maintenance Mechanic</b>	10	004
1606	<b>Building and Grounds Maintenance Mechanic and Trades Worker</b>	19	004
1608	<b>Building Services Supervisor</b>	19	005
1610	<b>Laborer</b>	8	004
1612	<b>Crew Coordinator</b>	18	004
1614	<b>Crew Leader</b>	19	005
1616	<b>Construction Coordinator</b>	24	005
1620	<b>Truck Driver Helper I</b>	5	004
1621	<b>Truck Driver Helper II</b>	9	004
1622	<b>Truck Driver I</b>	10	004
1623	<b>Truck Driver II</b>	11	004
1624	<b>Courier</b>	5	004
1626	<b>Special Equipment Operator</b>	16	004
1630	<b>Assistant Grounds Supervisor</b>	22	005
1632	<b>Grounds Supervisor I</b>	22	005
1634	<b>Grounds Supervisor II</b>	25	005
1635	<b>Landscaper/Groundskeeper</b>	14	004
1644	<b>Building and Grounds Maintenance Supervisor</b>	23	005
1700	<b>Dispatcher</b>	12	003
1720	<b>Garage Servicer</b>	6	004
1730	<b>Garage Mechanic I</b>	10	004
1731	<b>Garage Mechanic II</b>	19	004
1732	<b>Marine Mechanic</b>	20	004
1733	<b>Garage Mechanic III</b>	20	004
1740	<b>Assistant Garage Supervisor</b>	24	005
1742	<b>Assistant Motor Pool and Parts Supervisor</b>	23	005
1744	<b>Garage Supervisor</b>	24	005
1761	<b>Automotive Body Mechanic</b>	19	004
2001	<b>Cafeteria Checker</b>	1	004
2010	<b>Dish Machine Operator I</b>	2	004
2011	<b>Dish Machine Operator II</b>	7	004
2020	<b>Utility Worker</b>	7	004
2022	<b>Kitchen Porter</b>	2	004
2034	<b>Baker</b>	14	004
2036	<b>Head Baker</b>	19	005
2040	<b>Cook I Apprentice</b>	7	004
2042	<b>Cook</b>	13	004
2043	<b>Cook II</b>	12	004
2044	<b>Cook III</b>	13	004
2045	<b>Assistant Chef</b>	17	004
2048	<b>Chef</b>	22	005
2050	<b>Food Server I</b>	5	004
2051	<b>Food Server II</b>	8	004
2052	<b>Culinary Associate</b>	11	004

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2053	<b>Food Service Utility Worker</b>	7	004
2054	<b>Customer Service Supervisor</b>	19	005
2055	<b>Retail Food Supervisor</b>	14	005
2063	<b>Food Manager</b>	19	005
2064	<b>Cafeteria Supervisor</b>	19	005
2070	<b>Salad Preparer I</b>	2	004
2071	<b>Salad Preparer II</b>	6	004
2076	<b>Vegetable Preparer</b>	2	004
2080	<b>Food Service Operations Manager</b>	19	005
2110	<b>Receptionist</b>	3	003
2119	<b>Furniture Builder and Restorer</b>	18	004
2200	<b>Sales Clerk</b>	5	003
2206	<b>Bookstore Clerk</b>	9	003
2207	<b>Bookstore Assistant</b>	13	003
2208	<b>Course Materials Coordinator</b>	19	003
2220	<b>Floor Manager</b>	9	003
2221	<b>Floor Supervisor</b>	19	005
2224	<b>Game Room Service Manager</b>	13	003
2226	<b>Textbook Clerk</b>	8	003
2228	<b>Buyer</b>	14	003
2230	<b>Book Manager</b>	19	003
2231	<b>Bookstore Stock Supervisor</b>	19	005
2232	<b>Merchandise Manager</b>	19	003
2234	<b>Bookstore Coordinator</b>	18	003
2235	<b>Bookstore Stock Manager</b>	15	003
2236	<b>Computer Store Floor Manager</b>	21	005
2240	<b>Office Manager</b>	22	005
2262	<b>Postal-Check Cashing Service Clerk</b>	13	003
2310	<b>Copyroom Machine Operator</b>	8	003
2315	<b>Copyroom Supervisor</b>	17	005
2320	<b>Proofreader</b>	11	003
2340	<b>Typesetter</b>	16	004
2342	<b>Pre-Press Technician</b>	18	004
2343	<b>Offset Press Operator</b>	19	004
2344	<b>Bindery Machine Operator</b>	18	004
2346	<b>Printing Production Supervisor</b>	24	005
2350	<b>Binder</b>	10	004
2355	<b>Printing Copyroom Coordinator</b>	14	003
2374	<b>Photographic Technician</b>	9	003
2375	<b>Publications Coordinator</b>	15	003
2380	<b>Customer Service Representative/Estimator</b>	18	003
2386	<b>Printing Office Supervisor</b>	24	005
2430	<b>Medical Laboratory Technician</b>	16	003
2431	<b>Clinical Laboratory Assistant</b>	14	003
2432	<b>Pharmacy Technician</b>	20	003
2435	<b>Medical Assistant I</b>	9	003

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2436	Medical Assistant II	15	003
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

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3110	Archeology Research Aide	6	003
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  
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