

Taleo Classification Guide

Job Title Examples	Job Family	Job Discipline	Levels	OTE/Exempt	Job Class Code
Accountant	Finance	Accounting Services-IC	Assistant, Associate, Senior, Lead	Exempt	1095
Accounts Receivable Specialist; Accounting Assistant	Finance	Financial Support	Assistant, Associate, Senior	OTE	1096
Administrative Assistant; Coordinator;	General Administration	Staff Support	Assistant, Associate, Senior	OTE	1060
Administrative Assistant; Department Assistant	General Administration	Office Support	Assistant, Associate, Senior	OTE	1069
Admissions Counselor	Faculty & Student Services	Admission Services-H	Assistant	OTE (typically Part-time)	1250
Admissions Counselor	Faculty & Student Services	Admission Services-IC	Assistant, Associate, Senior, Lead	Exempt	1128
Alumni Relations	Alumni & Development	Alumni Affairs-IC	Assistant, Associate, Senior, Lead	Exempt	1122
Archivist	Library	Archives Services-H	Assistant, Associate	OTE (typically Part-time)	1251
Archivist	Library	Archives Services-IC	Assistant, Associate, Senior, Lead	Exempt	1154
Assistant Coach	Athletics	Coaching/Training	Assistant, Associate, Senior	OTE	1240
Assistant to AVP	General Administration	Staff Support-IC	Assistant, Associate, Senior	Exempt	1061
Associate General Counsel	Legal	Legal Services-IC	Assistant, Associate, Senior, Lead	Exempt	1188
Auditor	Finance	Audit & Compliance-IC	Assistant, Associate, Senior, Lead	Exempt	1094
Barrista; Bartender; Beverage Server	Dining & Hospitality Services	Beverage Services	Assistant, Associate, Senior	OTE	1103
Budget and Planning Analyst	Finance	Budget Planning/Analysis-IC	Assistant, Associate, Senior, Lead	Exempt	1186
Building Attendant; Lifeguard	Athletics	Athletic Facilities Support	Assistant, Associate, Senior	OTE	1097
Bus Person; Hostess; Server	Dining & Hospitality Services	Dining Room Services	Assistant, Associate, Senior	OTE	1106
Business Systems Analyst	Information Technology	Business Systems Consulting	Assistant, Associate	OTE	1237

Business Systems Analyst	Information Technology	Business Systems Consulting-IC	Senior, Lead	Exempt	1033
Career Counselor	Faculty & Student Services	Career Services-IC	Assistant, Associate, Senior, Lead	Exempt	1130
Carpenter, Electrician, Plumber	Facilities & Trades	Skilled Trades	Assistant, Associate, Senior	OTE	1056
Catering Helper	Dining & Hospitality Services	Catering Services	Assistant, Associate, Senior	OTE	1104
Chauffeur/Clerk; Equipment Operator	Facilities & Trades	Transport Services	Assistant, Associate, Senior	OTE	1057
Computational Scientist; Research Scientist	Research	Scientific Research_CS-IC	Assistant, Associate, Senior, Lead	Exempt	1088
Computer Operations	Information Technology	Computer Operations	Assistant, Associate, Senior	OTE	1005
Content & Media Strategist; Social Media Manager	Communications	Marketing Communications-H	Assistant, Associate	OTE (typically Part-time)	1256
Content & Media Strategist; Social Media Manager	Communications	Marketing Communications-IC	Assistant, Associate, Senior, Lead	Exempt	1109
Contract & Grants Analyst; Grants Manager	General Administration	Awards Administration-IC	Assistant, Associate, Senior, Lead	Exempt	1063
Contracting Officer; Purchasing Agent	Finance	Procurement Services-IC	Assistant, Associate, Senior, Lead	Exempt	1090
Cook, Sous Chef	Dining & Hospitality Services	Culinary Services	Assistant, Associate, Senior	OTE	1105
Cost Studies Analyst	Finance	Cost Analysis-IC	Assistant, Associate, Senior, Lead	Exempt	1092
Custodian; Floor Care Specialist; Housing Custodian	Facilities & Trades	Custodial Services	Assistant, Associate, Senior	OTE	1050
Data Analyst	General Administration	Data Analytics-IC	Assistant, Associate, Senior, Lead	Exempt	1225
Data Analyst; Database Curator; Staff Scientist	Research	Scientific Analysis-H	Assistant, Associate	OTE (typically Part-time)	1262
Data Analyst; Database Curator; Staff Scientist	Research	Scientific Analysis-IC	Assistant, Associate, Senior, Lead	Exempt	1085
Database Administrator	Information Technology	Database Management	Assistant, Associate, Senior	OTE	1243
Database Administrator	Information Technology	Database Management-IC	Lead	Exempt	1006
Desktop Support	Information Technology	Technical Services	Assistant, Associate, Senior	OTE	1204
Dishwasher/General Helper; Kitchen Assistant	Dining & Hospitality Services	Kitchen Services	Assistant, Associate, Senior	OTE	1108

Dispatch Officer; Security Officer	General Administration	Security-Commuter Support	Assistant, Associate, Senior	OTE	1140
Editor	Communications	Editor-IC	Assistant, Associate, Senior, Lead	Exempt	1114
Education and Outreach Coordinator	Communications	Outreach Services-H	Assistant, Associate	OTE (typically Part-time)	1257
Education and Outreach Coordinator	Communications	Outreach Services-IC	Assistant, Associate, Senior, Lead	Exempt	1116
Education Coordinator; Records Management Support	Human Resources	Human Resources Support	Assistant, Associate, Senior	OTE	1160
Electronics Engineer; Instrument Engineer	Research	Research Engineering-H	Assistant, Associate, Senior	OTE (typically Part-time)	1260
Electronics Engineer; Instrument Engineer	Research	Research Engineering-IC	Assistant, Associate, Senior, Lead	Exempt	1081
Electronics Technician; Instrument Specialist	Research	Research Engineering	Assistant, Associate, Senior	OTE	1082
Employee Assistance Counselor	Health & Counseling Services	Counseling Services-H	Assistant, Associate, Senior	OTE (typically Part-time)	1248
Employee Assistance Counselor	Health & Counseling Services	Counseling Services-IC	Assistant, Associate, Senior, Lead	Exempt	1148
Engineer	Technical	Engineering-IC	Assistant, Associate, Senior, Lead	Exempt	1151
Events Coordinator	General Administration	Events & Programs Admin	Assistant, Associate	OTE	1249
Events Coordinator	General Administration	Events & Programs Admin-IC	Senior, Lead	Exempt	1062
Export Compliance Analyst	General Administration	Licensing Services-IC	Assistant, Associate, Senior, Lead	Exempt	1065
Financial Aid Analyst	Faculty & Student Services	Financial Aid Services-IC	Assistant, Associate, Senior, Lead	Exempt	1129
Financial Analyst; Treasury Analyst	Finance	Financial Analysis-IC	Assistant, Associate, Senior, Lead	Exempt	1091
Fitness Instructor	Athletics	Phys Ed/Fitness Instruction	Assistant, Associate, Senior	OTE	1101
Gardener; Landscaper	Facilities & Trades	Grounds Services	Assistant, Associate, Senior	OTE	1052
Graphics and Production Specialist	Communications	Reprographic Services	Assistant, Associate, Senior	OTE	1111
Guest Relations Coordinator; Housekeeper	Dining & Hospitality Services	Hospitality Services	Assistant, Associate, Senior	OTE	1107
Head Coach	Athletics	Coaching/Training-IC	Assistant, Associate, Senior, Lead	Exempt	1098

HVAC Mechanic; Utility Plant Operator	Facilities & Trades	Facilities Systems	Assistant, Associate, Senior	OTE	1051
Information Security Analyst	Information Technology	Information Security-IC	Associate, Senior, Lead	Exempt	1206
Instructor	Faculty & Student Services	Instructional Services-IC	Assistant, Associate, Senior, Lead	Exempt	1137
International Student and Scholar Advisor	Faculty & Student Services	International Services-IC	Assistant, Associate, Senior, Lead	Exempt	1162
Investment Associate	Finance	Investments-IC	Assistant, Associate, Senior, Lead	Exempt	1190
IS Generalist	Information Technology	IS Generalist	Assistant, Associate	OTE	1002
IS Generalist	Information Technology	IS Generalist-IC	Senior, Lead	Exempt	1001
Lab Assistant; Research Support	Research	Research Support	Assistant, Associate, Senior	OTE	1083
Lab Manager	Research	Laboratory Administration-H	Assistant, Associate	OTE (typically Part-time)	1254
Lab Manager; Operations Specialist	Research	Laboratory Administration-IC	Assistant, Associate, Senior, Lead	Exempt	1080
Lead Systems Administrator	Information Technology	Systems Administration-IC	Lead	Exempt	1207
Librarian	Library	Library Specialist-H	Assistant, Associate, Senior	OTE (typically Part-time)	1255
Librarian	Library	Library Specialist-IC	Assistant, Associate, Senior, Lead	Exempt	1099
Library Support Assistant	Library	Library Support	Assistant, Associate, Senior	OTE	1100
Lighting Designer; Stage Technician	Communications	Performing Arts Services	Assistant, Associate, Senior	OTE	1110
Machinist	Technical	Machining Services	Assistant, Associate, Senior	OTE	1139
Mail Clerk	Facilities & Trades	Mail Services	Assistant, Associate, Senior	OTE	1053
Maintenance Mechanic	Facilities & Trades	Maintenance Services	Assistant, Associate, Senior	OTE	1054
Media Relations	Communications	External Relations-IC	Assistant, Associate, Senior, Lead	Exempt	1115
Medical Assistant	Health & Counseling Services	Health Services Support	Assistant, Associate, Senior	OTE	1144
Medical Doctor	Health & Counseling Services	Physician Services-H	Assistant, Associate, Senior	OTE (typically Part-time)	1258
Medical Doctor	Health & Counseling Services	Physician Services-IC	Assistant, Associate, Senior, Lead	Exempt	1145
Multimedia Engineer	Information Technology	Multimedia	Assistant, Associate	OTE	1242
Multimedia Engineer	Information Technology	Multimedia-IC	Senior, Lead	Exempt	1015

Network Engineer	Information Technology	Network Design & Eng	Assistant, Associate	OTE	1244
Network Engineer	Information Technology	Network Design & Eng-IC	Senior, Lead	Exempt	1205
Nurse Practitioner	Health & Counseling Services	Health Ed-Wellness Services-IC	Assistant, Associate, Senior, Lead	Exempt	1149
Options Manager; Academic Affairs Manager	General Administration	Academic Operations-IC	Assistant, Associate, Senior, Lead	Exempt	1230
Payroll Administrator	Finance	Payroll Administration-IC	Assistant, Associate, Senior, Lead	Exempt	1138
Post Award Accountant; Project Accountant	Finance	Awards Accounting-IC	Assistant, Associate, Senior, Lead	Exempt	1093
Programmer	Information Technology	Applications Development Admin	Assistant, Associate	OTE	1239
Project Engineer; Project Manager	Technical	Project Management-H	Assistant	OTE (typically Part-time)	1259
Project Engineer; Project Manager	Technical	Project Management-IC	Assistant, Associate, Senior, Lead	Exempt	1152
Purchasing Coordinator; Receiving/Stockroom Clerk	Facilities & Trades	Materiel Handling	Assistant, Associate, Senior	OTE	1055
Recruiter; Total Rewards Generalist	Human Resources	Human Resources Specialist-IC	Assistant, Associate, Senior, Lead	Exempt	1161
Research Assistant; Research Technician	Research	Research Technician	Assistant, Associate, Senior	OTE	1084
Research Compliance Administrator	General Administration	Compliance Operations-IC	Assistant, Associate, Senior, Lead	Exempt	1231
Research Scientist	Research	Scientific Research_HSS-H	Assistant, Associate, Senior	OTE (typically Part-time)	1263
Research Scientist	Research	Scientific Research_HSS-IC	Assistant, Associate, Senior, Lead	Exempt	1089
Research Scientist; Staff Scientist	Research	Scientific Research_BAL-H	Assistant, Associate, Senior	OTE (typically Part-time)	1247
Research Scientist; Staff Scientist	Research	Scientific Research_BAL-IC	Assistant, Associate, Senior, Lead	Exempt	1087
Residential Life Coordinator	Faculty & Student Services	Housing Services-H	Assistant	OTE (typically Part-time)	1253
Residential Life Coordinator	Faculty & Student Services	Housing Services-IC	Assistant, Associate, Senior, Lead	Exempt	1132

Safety Engineer	Technical	Environmental Health&Safety-IC	Assistant, Associate, Senior, Lead	Exempt	1141
Software Developer; Web Developer	Information Technology	Applications Development-IC	Associate, Senior, Lead	Exempt	1003
Staff Psychologist	Health & Counseling Services	Clinical Counseling Serv-IC	Assistant, Associate, Senior, Lead	Exempt	1147
Systems Administrator	Information Technology	Systems Administration	Assistant, Associate, Senior	OTE	1235
Systems Engineer	Information Technology	Systems Engineering-IC	Senior, Lead	Exempt	1023
Web Designer; Web Publisher	Communications	Web Publishing	Assistant, Associate	OTE	TBD
Web Designer; Web Publisher	Communications	Web Publishing-IC	Senior, Lead	Exempt	1208
Writer; Technical Writer	Communications	Writer	Assistant, Associate, Senior, Lead	OTE	1238