

THE UNIVERSITY OF WEST FLORIDA
OPS STAFF PAY PLAN
 Effective January 1, 2012

Class Code 0017	Pay Grade 117	Hourly Minimum \$7.67	Hourly Maximum \$9.46
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Occupational Category: **Service/Maintenance**

Positions in this category require entry level capabilities, including the ability to follow oral and written instructions. Experience may be obtained on the job. Tasks may include facilities, vehicle, and grounds maintenance.

Working Titles Include: Custodial Worker, Security Guard, Maintenance Support Worker, Laborer, Sr. Motor Vehicle Operator

Class Code 0016	Pay Grade 116	Hourly Minimum \$7.67	Hourly Maximum \$10.86
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Occupational Category: **Skilled Craft**

Positions in this category include skilled tradesmen and craftsmen who possess knowledge of the processes to follow to complete a specific task. Knowledge may be obtained through on-the-job training or through apprenticeship.

Working Titles Include: Asst. Auto Equipment Mechanic, HVAC Operators, Carpenter, Maintenance Mechanic, Electrician

Class Code 0015	Pay Grade 115	Hourly Minimum \$7.67	Hourly Maximum \$12.36
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Occupational category: **Technical and Paraprofessional**

Positions in this category require specialized knowledge or skills which may be acquired through experience and/or technical training. Independent action is required.

Working Titles Include: Community Youth Leader, Library Technical Assistant, Laboratory Technician, Computer Support Specialist Child Care Group Leader, Broadcast Announcer, Police Service Technician

Class Code 0014	Pay Grade 114	Hourly Minimum \$7.67	Hourly Maximum \$12.61
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Occupational Category: **Clerical and Secretarial**

Positions in this category require skills of a clerical and/or secretarial nature. Tasks would include responsibility for internal and external communications, retention of records, operation of office equipment, and fiscal responsibilities.

Working Titles Include: Clerk, Data Processing Operator, Fiscal Assistant, Office/Program Assistants, Office Manager, Executive Secretary

Class Code 0013	Pay Grade 113	Hourly Minimum \$7.67	Hourly Maximum \$17.36
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Occupational Category: **Other Support Staff**

Positions in this category require highly specialized knowledge or skills with advanced technical experience in the performance of academic, student, and institutional support activities.

Working Titles Include: Information Specialist, Human Services Counselor, Editor, Accountant, Admissions/Registrar Officer, Volunteer Services Specialist, Camp Counselor, Computer Programmer/Analyst, Grant Specialist, Archaeologist, Chemist

Class Code 0012	Pay Grade 112	Salary Dependent Upon Qualifications
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Occupational category: **Executive/Administrative/Managerial**

Positions within this category are generally management level positions required to exercise discretion and independent judgment and direct the work of others.

Working Titles Include: Director, Administrator, Administrative Assistant