

Job Family Level Guide

Job Code	Job Title	FLSA Status
D14A	Accountant I	N
D14B	Accountant II	E
D14C	Accountant III	E
D14D	Accountant IV	E
D50A	Accounting Technician I	N
D50B	Accounting Technician II	N
D50C	Accounting Technician III	N
D50D	Accounting Technician IV	N
E17A	Administrative Assistant I	N
E17B	Administrative Assistant II	N
E12A	Administrative Programs Officer I	E
E12B	Administrative Programs Officer II	E
E12C	Administrative Programs Officer III	E
E16B	Administrative Technician II	N
E16C	Administrative Technician III	N
E16D	Administrative Technician IV	N
X23A	Alcohol and Drug Counselor I	N
X23B	Alcohol and Drug Counselor II	N
X23C	Alcohol and Drug Counselor III	N
X23D	Alcohol and Drug Counselor IV	N
D12C	Auditor III	E
D12D	Auditor IV	E
D30A	Business Manager I	E
D30B	Business Manager II	E
D30C	Business Manager III	E
Z52B	Chaplain II	E
Z52C	Chaplain III	E
C10A	Civil Rights Administrator I	E
F72A	Construction Manager I	N
F45A	Construction/Maintenance Admin. I	E
F45B	Construction/Maintenance Admin. II	E
F45C	Construction/Maintenance Admin. III	E
F45D	Construction/Maintenance Admin. IV	E
F41C	Construction/Maintenance Technician III	N
F14A	Contracting and Acquisitions Agent I	N
F14B	Contracting and Acquisitions Agent II	E
F14C	Contracting and Acquisitions Agent III	E
F14D	Contracting and Acquisitions Agent IV	E

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Job Code	Job Title	FLSA Status
I21A	Correctional Activities Officer I	N
I21B	Correctional Activities Officer II	E
I20A	Correctional Case Manager I	N
I20B	Correctional Case Manager II	N
I20C	Correctional Case Manager III	N
I20D	Correctional Case Manager IV	E
I12A	Correctional Chief of Security I	E
I12B	Correctional Chief of Security II	E
I12C	Correctional Chief of Security III	E
I30A	Correctional Industries Manager I	N
I30B	Correctional Industries Manager II	N
I30C	Correctional Industries Manager III	E
I30D	Correctional Industries Manager IV	E
I30E	Correctional Industries Manager V	E
I25A	Correctional Records Officer I	E
I16A	Correctional Security Consultant I	N
I11A	Correctional Security Manager I	N
I11B	Correctional Security Manager II	E
I10A	Correctional Security Officer I	N
I10B	Correctional Security Officer II	N
I10C	Correctional Security Officer III	N
I10D	Correctional Security Officer IV	N
I23A	Correctional Teacher I	E
I23B	Correctional Teacher II	E
C40A	Correctional Training Officer I	E
C40B	Correctional Training Officer II	E
C40C	Correctional Training Officer III	E
C40D	Correctional Training Officer IV	E
I24A	Correctional Unit Assistant	N
E13B	Customer Service Representative II	N
E13C	Customer Service Representative III	N
X24A	Dental Care Assistant I	N
X24B	Dental Care Assistant II	N
F75B	Electrician II	N
F75C	Electrician III	N
F75D	Electrician IV	N
D33A	Financial Manager/Comptroller I	E
D33B	Financial Manager/Comptroller II	E
D33C	Financial Manager/Comptroller III	E
F47D	Fleet Specialist IV	N
F47E	Fleet Specialist V	E

CODE LEGEND: E = Exempt N = Nonexempt EO = Exempt overtime paid
Effective: 10-14-2011

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Job Code	Job Title	FLSA Status
Z21A	Food Service Manager I	N
Z21B	Food Service Manager II	N
Z21C	Food Service Manager III	E
Z20B	Food Service Specialist II	N
Z20C	Food Service Specialist III	N
Z20D	Food Service Specialist IV	N
I17A	Fugitive Apprehension Agent I	N
I17B	Fugitive Apprehension Agent II	N
I17C	Fugitive Apprehension Agent III	N
X10A	Health Information Technician I	N
X10B	Health Information Technician II	N
F50C	Housekeeping/Custodial Worker III	N
C31A	Human Resources Management Spec. I	N
C31B	Human Resources Management Spec. II	E
C31C	Human Resources Management Spec. III	E
C31D	Human Resources Management Spec. IV	E
C32A	Human Resources Programs Manager I	E
C32B	Human Resources Programs Manager II	E
C32C	Human Resources Programs Manager III	E
I35A	Institutional Farms Manager I	N
I35B	Institutional Farms Manager II	E
I35C	Institutional Farms Manager III	E
I35D	Institutional Farms Manager IV	E
G15A	Law Enforcement Communications Spec. I	N
G15B	Law Enforcement Communications Spec. II	E
E20C	Library Technician III	N
Y11A	Licensed Practical Nurse I	N
Y11B	Licensed Practical Nurse II	N
Z30D	Linen and Clothing Specialist IV	N
F21A	Materiel Management Officer I	N
F21B	Materiel Management Officer II	E
F20B	Materiel Management Specialist II	N
F20C	Materiel Management Specialist III	N
F20D	Materiel Management Specialist IV	N
F74B	Mechanical Systems Technician II	N
F74D	Mechanical Systems Technician IV	N
Y10A	Patient Care Assistant I	N
Y10B	Patient Care Assistant II	N
X25A	Pharmacy Technician I	N
X25B	Pharmacy Technician II	N

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Job Code	Job Title	FLSA Status
F49A	Physical Plant Operator I	N
F49B	Physical Plant Operator II	N
F49C	Physical Plant Operator III	N
F76B	Plumber II	N
F76C	Plumber III	N
F76D	Plumber IV	N
I40A	Probation and Parole Officer I	N
I40B	Probation and Parole Officer II	N
I40C	Probation and Parole Officer III	N
I40D	Probation and Parole Officer IV	E
X31A	Psychological Clinician I	E
X31B	Psychological Clinician II	E
X31C	Psychological Clinician III	E
X31D	Psychological Clinician IV	E
X36A	Recreation Therapist I	N
X36B	Recreation Therapist II	N
Y12A	Registered Nurse I	EO
Y12B	Registered Nurse II	EO
Y12C	Registered Nurse III	EO
F71A	Roofing Manager I	N
J31C	Safety Consultant III	E
J31D	Safety Consultant IV	E
I22A	School Principal I	E
E24A	Secretary I	N
E24B	Secretary II	N
E24C	Secretary III	N
E24D	Secretary IV	N
E24E	Secretary V	N
H20C	Social Services Specialist III	E
I15A	Unit Manager (DOC) I	E
K28A	Vocational Training Instructor I	E

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ALL UNCLASSIFIED POSITIONS ARE EXEMPT (E) EXCEPT FOR THOSE LISTED BELOW		
Job Code	Job Title	FLSA Status
4952	Administrative Assistant	N
2150	Dental Hygienist	N
0292	Executive Secretary	N
0186	Executive Secretary II	N
5654	Graphic and Web Designer	N
1299	Mail Room Supervisor	N
5374	Maintenance Technician	N
6853	Security Specialist	N
3999	State Work Incentive Program	N
4652	Temporary Correctional Officer	N
0020	Temporary	N
0286	Undergraduate Intern	N
3844	Wastewater Treatment Operator	N

ALL TEMPORARY AND PART-TIME POSITIONS ARE NON-EXEMPT (N) EXCEPT FOR THOSE LISTED BELOW		
Job Code	Job Title	FLSA Status
1613	Attorney I	E
1614	Attorney II	E
1615	Attorney III	E
1616	Attorney IV	E
I23A	Correctional Teacher I	E
I23B	Correctional Teacher II	E
1631	General Counsel	E
4158	Lead Psychiatrist	E
8334	Lead Staff Physician I	E
8335	Lead Staff Physician II	E
7015	OCI Sales Manager	E
6557	OCI Sales Representative	E
2093	Psychiatrist	E
3815	Regional Supervising Physician	E
2120	Staff Physician	E