Sam Houston State University
Job Specification List

Title	Grade	Occupational Category
A/C & Refrigeration Mechanic	5	Skilled Craft
A/C & Refrigeration Mechanic Apprentice	2	Skilled Craft
Accountant I	9	Professional
Accountant II	11	Professional
Accountant III	13	Professional
Accounting Clerk	2	Clerical
Accounting Specialist I	3	Technical/Para-Professional
Accounting Specialist II	4	Technical/Para-Professional
Administrative Assistant I	2	Clerical
Administrative Assistant II	3	Clerical
Administrative Assistant III	4	Clerical
Administrative Associate I	5	Technical/Para-Professional
Administrative Associate II	6	Technical/Para-Professional
Administrative Associate III	7	Technical/Para-Professional
Administrative Coordinator I	8	Technical/Para-Professional
Administrative Coordinator II	10	Technical/Para-Professional
Administrative Coordinator III	12	Technical/Para-Professional
Admissions Analyst I	2	Technical/Para-Professional
Admissions Analyst II	4	Technical/Para-Professional
Admissions Analyst III	6	Technical/Para-Professional
Admissions Counselor	5	Professional
Analyst	11	Technical/Para-Professional
Assistant Academic Advisor	4	Technical/Para-Professional
Assistant Controller	NC	Administrative
Assistant Dean of College	NC	Administrative
Assistant Dean of Students	13	Professional
Assistant Director I	6	Professional
Assistant Director II	8	Professional
Assistant Director III	10	Professional
Assistant Director IV	12	Professional
Assistant Director V	14	Professional
Assistant Foreperson	7	Skilled Craft
Assistant Provost	NC	Administrative
Assistant Vice President	NC	Administrative
Associate Academic Advisor	6	Technical/Para-Professional
Associate Controller	NC	Administrative
Associate Dean of College	NC	Administrative
Associate Dean of Students	NC	Administrative
Associate Director I	8	Professional
Associate Director II	11	Professional
Associate Director III	14	Professional
Associate Director IV	18	Professional
Associate Director V	21	Professional
Associate Vice President	NC	Administrative
Associate Vice Provost	NC	Administrative
Athletic Trainer	12	Professional
Athletic Trainer Assistant	9	Professional
Bindery Worker	2	Service/Maintenance
Budget Analyst I	10	Professional
Budget Analyst II	12	Professional

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Title	Grade	Occupational Category
Business Analyst I	10	Technical/Para-Professional
Business Analyst II	12	Professional
Business Analyst III	14	Professional
Business Analyst IV	16	Professional
Campus Space Planner	15	Professional
Carpenter	6	Skilled Craft
Case Manager	8	Professional
CFO & Senior VP for Operations	NC	Administrative
Charter School - Elementary Classroom Teacher	Charter School	Professional
Charter School - Paraprofessional	1	Technical/Para-Professional
Charter School Diagnostician	11	Professional
Charter School Principal (Dir)	NC	Administrative
Chief Experience Officer	NC	Administrative
Chief Marketing Officer	NC	Administrative
Chief Strategy Officer	NC	Administrative
Coach, Associate Coach	5	Professional
Coach, Assistant Coach	NC	Administrative
Coach, Assistant Head Coach	NC	Administrative
Coach, Assistant Strength	14	Professional
Coach, Head Coach	NC	Administrative
Coach, Head Coach Baseball	NC	Administrative
Coach, Head Coach Football	NC	Administrative
Coach, Head Coach Men's Basketball	NC	Administrative
Coach, Senior Coach Associate	10	Professional
Construction Inspector/Observer Senior	14	Professional
Controller	NC	Administrative
Coordinator I	7	Professional
Coordinator II	8	Professional
Coordinator III	12	Professional
Coordinator IV	15	Professional
Coordinator V	19	Professional
Custodial Foreperson	5	Service/Maintenance
Custodial Services Supervisor	8	Professional
Custodian	2	Service/Maintenance
Custodian, Lead	3	Service/Maintenance
Cybersecurity Analyst I	14	Professional
Cybersecurity Analyst II	17	Professional
Cybersecurity Analyst III	20	Professional
Data Center Operations Specialist I	8	Technical/Para-Professional
Data Center Operations Specialist II	11	Technical/Para-Professional
Dean of College	NC	Administrative
Dean of Students	NC	Administrative
Deputy to the President	NC	Administrative
Development Research Analyst	8	Technical/Para-Professional
Digital Graphic Technician	8	Technical/Para-Professional
Director	NC	Administrative
Dispatcher I	6	Technical/Para-Professional
Dispatcher II	7	Technical/Para-Professional
Dispatcher III	8	Technical/Para-Professional
Dispatcher IV	9	Technical/Para-Professional

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Title	Grade	Occupational Category
Dispatcher Supervisor I	10	Technical/Para-Professional
Dispatcher Supervisor II	11	Technical/Para-Professional
Electrician I	4	Skilled Craft
Electrician II	6	Skilled Craft
Electrician III	8	Skilled Craft
Electrician IV	10	Skilled Craft
Enterprise Resource Planning (ERP) Analyst I	13	Technical/Para-Professional
Enterprise Resource Planning (ERP) Analyst II	16	Professional
Enterprise Resource Planning (ERP) Analyst III	19	Professional
Enterprise Resource Planning (ERP) Analyst IV	22	Professional
Enterprise Resource Planning (ERP) Database Administrator I	13	Professional
Enterprise Resource Planning (ERP) Database Administrator II	15	Professional
Enterprise Resource Planning (ERP) Database Administrator III	17	Professional
Enterprise Resource Planning (ERP) Database Administrator IV	22	Professional
Executive Assistant	17	Technical/Para-Professional
Executive Assistant, Senior	19	Technical/Para-Professional
Executive Director	NC	Administrative
Farm Hand	2	Service/Maintenance
Financial Aid Assistant I	2	Clerical
Financial Aid Assistant II	3	Clerical
Financial Aid Assistant III	4	Clerical
Financial Aid Counselor	5	Professional
Financial Aid Counselor, Senior	7	Professional
Fire Life Safety Services Supervisor	13	Skilled Craft
Fire Safety Systems Specialist	10	Technical/Para-Professional
Food Service Equipment Specialist	2	Skilled Craft
Foreperson	13	Skilled Craft
Golf Course Greenskeeper	2	Service/Maintenance
Golf Course Mechanic	2	Service/Maintenance
Golf Course Superintendent	12	Professional
Grader I	4	Technical/Para-Professional
Grader II	6	Technical/Para-Professional
Grader III	9	Technical/Para-Professional
Grader IV	14	Technical/Para-Professional
Grader V	19	Technical/Para-Professional
Grant Specialist	3	Technical/Para-Professional
Graphics Designer	15	Professional
Grounds Crewleader	4	Service/Maintenance
Grounds Foreperson	7	Service/Maintenance
Grounds Irrigation Foreperson	7	Service/Maintenance
Groundskeeper	2	Service/Maintenance
Groundskeeper Specialist	4	Service/Maintenance
Heavy Equipment Operator	3	Skilled Craft
HIDTA Intelligence Analyst I	8	Technical/Para-Professional
HIDTA Intelligence Analyst II	11	Technical/Para-Professional
HIDTA Intelligence Analyst III	14	Technical/Para-Professional
Horticulturist	6	Technical/Para-Professional
Human Resources Associate	3	Technical/Para-Professional
HVAC Specialist & Controls Technician	9	Skilled Craft
Information Technology Project Manager I	12	Technical/Para-Professional

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Title	Grade	Occupational Category
Information Technology Project Manager II	14	Professional
Information Technology Project Manager III	17	Professional
Information Technology Project Manager IV	20	Professional
Institutional Research Analyst I	9	Technical/Para-Professional
Institutional Research Analyst II	11	Technical/Para-Professional
Instructional Design Specialist	10	Technical/Para-Professional
Instructional Designer	12	Professional
Instructional Designer, Senior	14	Professional
Laborer	2	Service/Maintenance
Lead Medical Assistant	7	Technical/Para-Professional
Lead Nurse Practitioner	24	Professional
Library Assistant I	1	Clerical
Library Assistant II	2	Clerical
Library Associate	4	Technical/Para-Professional
Locksmith	7	Technical/Para-Professional
Maintenance Technician I	2	Skilled Craft
Maintenance Technician II	3	Skilled Craft
Maintenance Technician, Lead	4	Skilled Craft
Manager I	6	Professional
Manager II	11	Professional
Manager III	13	Professional
Manager IV	16	Professional
Manager V	18	Professional
Medical Assistant	6	Technical/Para-Professional
Medical Technician	8	Technical/Para-Professional
Mental Health Counselor I	10	Professional
Mental Health Counselor II	12	Professional
Mental Health Counselor III	14	Professional
Mental Health Counselor IV	16	Professional
Museum Collections Registrar	2	Clerical
Museum Curator I	8	Technical/Para-Professional
Museum Curator II	9	Professional
Museum Historical Interpreter I	1	Clerical
Museum Historical Interpreter II	2	Clerical
Network Analyst I	11	Technical/Para-Professional
Network Analyst II	13	Technical/Para-Professional
Network Analyst III	15	Technical/Para-Professional
Network Analyst IV	17	Technical/Para-Professional
Network Architect I	12	Technical/Para-Professional
Network Architect II	14	Professional
Network Architect III	17	Professional
Network Architect IV	20	Professional
Nurse Practitioner, Advanced	23	Professional or Technical/Para-Professional for hourly
Nurse, Licensed Vocational	7	Technical/Para-Professional
Nurse, Registered	9	Professional
Nursing Laboratory Technician	10	Technical/Para-Professional
Painter	6	Skilled Craft
Pharmacist	21	Professional
Pharmacy Technician	3	Technical/Para-Professional

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Title	Grade	Occupational Category
Physician	NC	Administrative
Physician Assistant	23	Professional (FT) or Tech/Para-Professional (PT)
Plant Mechanic	3	Skilled Craft
Plumber	6	Skilled Craft
Police Lieutenant	20	Professional
Police Officer I	10	Service/Maintenance
Police Officer II	11	Service/Maintenance
Police Officer III	13	Service/Maintenance
Police Officer IV	15	Service/Maintenance
Police Sergeant	17	Technical/Para-Professional
Print Specialist	2	Service/Maintenance
Programmer Analyst I	11	Professional
Programmer Analyst II	13	Professional
Programmer Analyst III	17	Professional
Programmer Analyst IV	19	Professional
Project Director	NC	Administrative
Project Director, Senior	NC	Administrative
Project Manager I	15	Professional
Project Manager II	20	Professional
Project Technical Director	NC	Administrative
Provost & Senior Vice President for Academic Affairs	NC	Administrative
Psychologist I	14	Professional
Psychologist II	16	Professional
Psychologist III	20	Professional
Psychologist IV	22	Professional
Purchaser I	6	Professional
Purchaser II	9	Professional
Recruiter	5	Technical/Para-Professional
Registrar	NC	Administrative
Research Associate I	9	Technical/Para-Professional
Research Associate II	12	Technical/Para-Professional
Research Scientist	13	Professional
Residence Hall Director	3	Professional
Rodeo Coach	9	Professional
Senior Academic Advisor	8	Professional
Senior Analyst	19	Professional
Senior Business Analyst I	23	Professional
Senior Business Analyst II	24	Professional
Senior Business Analyst III	25	Profesional
Senior Enterprise Resource Planning (ERP) Analyst I	23	Professional
Senior Enterprise Resource Planning (ERP) Analyst II	24	Professional
Senior Enterprise Resource Planning (ERP) Analyst III	25	Professional
Senior Enterprise Resource Planning (ERP) Database Administrator I	23	Professional
Senior Enterprise Resource Planning (ERP) Database Administrator II	24	Professional
Senior Enterprise Resource Planning (ERP) Database Administrator III	25	Professional
Senior Police Sergeant	18	Technical/Para-Professional
Senior Research Scientist	24	Professional
Senior Vice President	NC	Administrative
Software Developer I	11	Technical/Para-Professional

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Title	Grade	Occupational Category
Software Developer II	13	Professional
Software Developer III	16	Professional
Software Developer IV	19	Professional
Specialist I	2	Technical/Para-Professional
Specialist II	3	Technical/Para-Professional
Specialist III	6	Technical/Para-Professional
Specialist IV	9	Technical/Para-Professional
Specialist V	12	Technical/Para-Professional
Staff Laboratory Assistant I	2	Service/Maintenance
Staff Laboratory Assistant II	4	Service/Maintenance
Staff Laboratory Assistant III	6	Service/Maintenance
Staff Laboratory Assistant IV	9	Service/Maintenance
Staff Laboratory Assistant V	13	Service/Maintenance
Staff Postdoctoral Research Intern	5	Technical/Para-Professional
Staff Psychologist	21	Professional
Storekeeper	2	Service/Maintenance
System Administrator I	10	Professional
System Administrator II	13	Professional
System Administrator III	16	Professional
System Administrator IV	19	Professional
System Analyst II	10	Professional
System Analyst III	13	Professional
System Analyst IV	16	Professional
Teacher Education Certification Officer	9	Professional
Teaching Physician Assistant	24	Professional
Technical Architect	21	Professional
Technician I	9	Technical/Para-Professional
Technician II	12	Technical/Para-Professional
Technician III	15	Technical/Para-Professional
Technician IV	18	Technical/Para-Professional
Technology Support Analyst I	5	Technical/Para-Professional
Technology Support Analyst II	7	Technical/Para-Professional
Technology Support Specialist I	5	Technical/Para-Professional
Technology Support Specialist II	7	Technical/Para-Professional
Technology Support Specialist III	12	Technical/Para-Professional
Technology Trainer	13	Technical/Para-Professional
Treasury Analyst	12	Professional
Utility Worker	3	Service/Maintenance
Veterans Resource Center Assistant	3	Technical/Para-Professional
Vice President	NC	Administrative
Vice Provost	NC	Administrative
Video Producer I	8	Technical/Para-Professional
Video Producer II	12	Professional
Web & Media Developer I	3	Technical/Para-Professional
Web & Media Developer II	7	Technical/Para-Professional
Web & Media Developer III	11	Technical/Para-Professional
Web & Media Developer IV	16	Technical/Para-Professional
Web Content Specialist	9	Technical/Para-Professional
Welder/Mechanic	3	Skilled Craft