

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFICATION ASSIGNMENTS**

Eff. SEPTEMBER 2023

| TITLE | RANGE | TITLE | RANGE | TITLE | RANGE |
|---|--------------|---|--------------|---|--------------|
| ACCOUNTING AND FISCAL SERVICES | | INFORMATION TECHNOLOGY | | PRODUCTION AND MAIL | |
| Account Clerk I | 31 | IT Technician I | 41 | Courier | 27 |
| Account Clerk II | 33 | IT Technician II | 44 | District Mailroom Coordinator | 31 |
| Accounting Specialist | 40 | IT User Support Specialist | 44 | Duplication Equipment Operator | 27 |
| Accounting Technician | 36 | Systems Analyst, Applications | 60 | Graphic Designer | 43 |
| Benefits and Leaves Coordinator II | 42 | Systems Analyst, Technology | 60 | Graphic Design Technician | 39 |
| Benefits Coordinator | 40 | Systems Applications Training Coordinator | 48 | Printer | 37 |
| Business Office Specialist | 40 | User Support Analyst | 36 | Production Center Coordinator | 34 |
| Buyer | 39 | | | Production Center Specialist | 29 |
| Buyer II | 41 | INSTRUCTIONAL | | STUDENT SERVICES | |
| District Accounting Specialist | 43 | Auto Shop Coordinator | 41 | Admissions and Records Analyst | 44 |
| Payroll Specialist | 38 | Dental Hygiene Clinical Technician | 36 | Admissions & Records Coordinator | 40 |
| Payroll Lead | 45 | Dental Hygiene Services Assistant | 36 | Admissions & Records Specialist | 36 |
| Purchasing Assistant | 33 | Health Sciences Coordinator | 40 | Admissions & Records Specialist II | 38 |
| Purchasing Technician | 36 | Instructional Aide / ** | 30 | Admissions & Records Technician | 33 |
| | | Instructional Assistant / ** | 36 | Cadena Center Coordinator | 40 |
| ADMINISTRATIVE | | Laboratory Clerk / ** | 31 | CARE Program Coordinator | 40 |
| Administrative Assistant I | 33 | Laboratory Technician / ** | 36 | Career Center Coordinator I | 40 |
| Administrative Assistant II | 36 | Math Laboratory Coordinator | 40 | Career Center Coordinator II | 45 |
| Administrative Assistant III | 41 | Piano Accompanist | 44 | | |
| Administrative Assistant III-Instructional Support Services | 42 | Theater Production Coordinator | 40 | Clinical Placement Coordinator | 40 |
| Campus Marketing/Outreach Assistant | 36 | Theater Technician | 45 | Culinary Laboratory Coordinator | 40 |
| Catalog & Schedule Coordinator | 40 | | 41 | Curriculum Specialist | 40 |
| Clerical Assistant I | 29 | LIBRARY AND MEDIA | | Disability Support Services, Laboratory Coordinator | 40 |
| Clerical Assistant II | 31 | Alternate Media Specialist | | EOPS Program Coordinator | 40 |
| Communications Specialist | 40 | Distance Learning Assistant | 41 | Evaluator | 36 |
| Communications Coordinator | 45 | Distance Learning Specialist | 36 | Evaluator Coordinator | 43 |
| Educational Services & Technology Coordinator | 44 | Library Assistant I | 37 | Evaluator Specialist | 37 |
| Executive Assistant | 41 | Library Assistant II | 33 | Evaluator Specialist II | 38 |
| Executive Assistant II | 44 | Library Assistant III | 36 | Financial Aid Coordinator | 40 |
| Grants & Special Projects Assistant | 41 | Library Services Coordinator | 39 | Financial Aid Technician | 36 |
| Health Services Administrative Assistant | 36 | Multimedia Systems Specialist | 44 | Fine Arts Information/Marketing Representative | 36 |
| Human Resources Generalist | 44 | Radio Broadcast Technician | 40 | Health Services Assistant | 33 |
| Human Resources Technician | 36 | Television/Video Technician | 40 | Health Services Specialist (Registered Nurse) | 49 |
| Office Coordinator | 40 | Web Content Specialist | 40 | Health Education Coordinator | 45 |
| Personnel Services Specialist | 41 | | 38 | International Student's Services Coordinator | 41 |
| Receptionist | 29 | MAINTENANCE AND OPERATIONS | | Interpreter Coordinator | 45 |
| Receptionist/Dispatcher | 33 | Building Maintenance Coordinator | 45 | Job Developer/Disability Support Services | 44 |
| Research Analyst | 52 | Campus Safety Officer | 31 | Learning Center Coordinator | 40 |
| Risk Management Technician | 36 | Campus Safety Officer II | 36 | Medical Assistant | 34 |
| Senior Research Planning Analyst | 57 | Campus Safety Officer Coordinator | 40 | Mental Health Clinical Counselor | 60 |
| | | Carpenter | 41 | NOCE High School Records Technician | 36 |
| ATHLETICS | | Driver/Skilled Mechanic Assistant | 34 | NOCE Student Records Coordinator | 40 |
| PE/Athletic Equipment Attendant | 25 | Electrician | 41 | NOCE Student Records Technician | 31 |
| PE/Athletic Equipment Coordinator | 31 | Electrician, Communications | 41 | Nurse Practitioner | 68 |
| PE/Athletic Specialist | 38 | Equipment Operator | 31 | Program Coordinator | 45 |
| PE/Athletic Therapist | 49 | Facilities Assistant | 28 | Sports Information/Marketing Representative I | 36 |
| | | Facilities Coordinator | 36 | Sports Information/Marketing Representative II | 38 |
| BOOKSTORE | | Facilities Custodian I | 27 | Student Services Coordinator | 43 |
| Bookstore Assistant | 31 | Facilities Custodian II | 28 | Student Services MIS Analyst | 52 |
| Bookstore Operations Specialist | 36 | Facilities Custodian Coordinator I | 31 | Student Services Specialist/** | 36 |
| Bookstore Shipping & Receiving Specialist | 33 | Facilities Custodian Coordinator II | 34 | Student Services Technician/** | 33 |
| Textbook Buyer | 36 | Facilities-Security Officer | 31 | Testing & Assessment Specialist | 36 |
| | | Grounds Coordinator | 38 | Tutorial Services Coordinator | 40 |
| CHILD CARE | | Grounds Athletic Field Specialist | 31 | | |
| Child Care Aide | 16 | Groundskeeper | 29 | | |
| Child Care Kitchen Attendant | 14 | HVAC Mechanic I | 34 | | |
| Child Care Teacher I | 22 | HVAC Mechanic II | 41 | | |
| | | HVAC Mechanic Coordinator | 42 | | |
| INFORMATION TECHNOLOGY | | Irrigation Specialist | 37 | | |
| Business Analyst I/[Department] | 52 | Locksmith | 42 | | |
| Business Analyst II/[Department] | 58 | Painter | 38 | | |
| Data Quality Analyst, Systems Applications | 52 | Plumber | 41 | | |
| Instructional Designer | 54 | Skilled Maintenance Assistant | 34 | | |
| IT Help Desk Coordinator | 41 | Skilled Maintenance Mechanic | 41 | | |
| IT Project Leader | 57 | Vehicle & Equipment Mechanic | 40 | | |
| IT Security Analyst/System Administrator | 55 | | | | |
| IT Services Coordinator I | 48 | | | | |
| IT Services Coordinator II | 52 | | | | |
| IT Specialist, Network | 44 | | | | |
| IT Specialist II, Network | 48 | | | | |
| IT Specialist, Systems Applications | 44 | | | | |

** Indicates classification requiring individual emphasis, based on the discipline or area of application.

Each specialized emphasis (e.g., Instructional Assistant /Biology) constitutes a separate classification.

Contact HR for information on inactive job descriptions