

Texas Southern University
FY 2013 Staff Title List

Titles	Pay Grade	FLSA	Job Family
Academic Advisor	8	EX	Enrollment Management & Planning
Academic Advisor Athletics	8	EX	Enrollment Management & Planning
Accountant	8	EX	Fiscal and Accounting Services
Accountant I	8	EX	Fiscal and Accounting Services
Accounting Manager	11	EX	Fiscal and Accounting Services
Accounts Payable Clerk	5	NE	Fiscal and Accounting Services
Accounts Specialist	7	EX	Fiscal and Accounting Services
Administrative Assistant	5	NE	Administrative Office and Clerical Support
Admissions Administrator	6	NE	Enrollment Management & Planning
Admissions Officer	7	EX	Enrollment Management & Planning
Animal Care Technician	6	NE	Research Laboratory
Archivist	10	EX	Library Services
Assistant Athletic Director Academic Enhancement	12	EX	Athletics and Intramural Sports
Assistant Compliance Officer	7	EX	Athletics and Intramural Sports
Assistant Director Admissions Law School	10	EX	Academic Affairs
Assistant Director Alumni Relations	9	EX	University Advancement
Assistant Director Budget	14	EX	Fiscal and Accounting Services
Assistant Director Central Library	11	EX	Library Services
Assistant Director Customer Service	10	EX	Building & Grounds Maintenance
Assistant Director Financial Aid	9	EX	Enrollment Management & Planning
Assistant Director Grounds Maintenance	11	EX	Building & Grounds Maintenance
Assistant Director Housing Administration	10	EX	Student Services
Assistant Director Housing Operations	10	EX	Student Services
Assistant Director Library	11	EX	Library Services
Assistant Director Research and Financial Services	12	EX	Fiscal and Accounting Services
Assistant Director Residential Educational and Student Dev	10	EX	Student Services
Assistant Director Student Activities	9	EX	Student Services
Assistant Director Student Services Operations	10	EX	Student Services
Assistant Director Summer Academy	10	EX	Student Services
Assistant Director Undergraduate and International Student	9	EX	Enrollment Management & Planning
Assistant Equipment Manager	7	NE	Athletics and Intramural Sports
Assistant General Counsel	13	EX	Legal Services
Assistant Program Director Student Support Services	9	EX	Student Services
Assistant Program Director Upward Bound	9	EX	Student Services
Assistant Registrar (University)	9	EX	Enrollment Management & Planning
Assistant Registrar Registration (University)	9	EX	Enrollment Management & Planning

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Associate Director Development (Annual Giving)	10	EX	Public Relations & External Affairs
Associate Director Facilities Planning	14	EX	Facilities and Construction Management
Associate Director Financial Aid	11	EX	Enrollment Management & Planning
Associate Director General Accounting	14	EX	Fiscal and Accounting Services
Associate Director Law Library	11	EX	Library Services
Associate Director Mickey Leland Center	13	EX	Academic Affairs
Associate Director Scholarships	10	EX	Student Services
Associate General Counsel	15	EX	Legal Services
Associate Ombudsman	9	EX	Academic Affairs
Audio Visual Technician	4	NE	Media, Publications & Communications
Audit Manager	13	EX	Fiscal and Accounting Services
Benefits Specialist	10	EX	Human Resources
Budget Analyst	7	EX	Fiscal and Accounting Services
Building Automation Technician	7	NE	Building & Grounds Maintenance
Building Engineer	7	NE	Building & Grounds Maintenance
Bus Driver	7	NE	Building & Grounds Maintenance
Bus Driver/Mechanic	7	NE	Building & Grounds Maintenance
Call Center Representative	5	NE	Enrollment Management & Planning
Call Center Representative IT	6	NE	Enrollment Management & Planning
Call Center Supervisor IT	9	EX	Information Technology
Campus Coordinator	11	EX	Enrollment Management & Planning
Career Resources Specialist	7	EX	Student Services
Certified Medical Assistant	4	NE	Medical & Related Services
College Business Administrator I	9	EX	Fiscal and Accounting Services
College Business Administrator II	11	EX	Fiscal and Accounting Services
College Business Administrator III	13	EX	Fiscal and Accounting Services
Communications Specialist	7	EX	Media, Publications & Communications
Compliance Manager	12	EX	Legal Services
Compliance Officer I	8	EX	Legal Services
Compliance Officer II	9	EX	Legal Services
Compliance Officer III	10	EX	Legal Services
Compliance Officer/Athletics	9	EX	Athletics and Intramural Sports
Computer System Assistant	6	NE	Information Technology
Computer Training Analyst	6	NE	Information Technology
Construction Administrator	12	EX	Facilities and Construction Management
Construction Technician	7	NE	Building & Grounds Maintenance

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Contract Data Manager	9	EX	Facilities and Construction Management
Cook/Meal Planner	3	NE	General and Auxiliary Services
Coordinator Academic Advisement	9	EX	Student Services
Coordinator Admissions (College/School)	7	EX	Academic Affairs
Coordinator Development	9	EX	Academic Affairs
Coordinator Grant Program	8	EX	Research & Project/Program Administration
Coordinator Marketing	9	EX	Media, Publications & Communications
Coordinator Marketing (Web)	9	EX	Media, Publications & Communications
Coordinator Memberships/Promotions	7	EX	Media, Publications & Communications
Coordinator of Admissions, Pharmacy	7	EX	Student Services
Coordinator of Recruitment (Business School)	7	EX	Enrollment Management & Planning
Coordinator of Retention (Business School)	8	EX	Enrollment Management & Planning
Coordinator Recruitment and Retention (College/School)	9	EX	Enrollment Management & Planning
Coordinator Special Events	8	EX	Student Services
Coordinator Sports Information	10	EX	Athletics and Intramural Sports
Coordinator Student Services	7	EX	Student Services
Coordinator Summer Academy	9	EX	Student Services
Coordinator Testing	8	EX	Academic Affairs
Counselor I	8	EX	Student Services
Counselor II	9	EX	Student Services
Creative Services Specialist	9	EX	University Advancement
Custodian I	2	NE	Building & Grounds Maintenance
Custodian II	3	NE	Building & Grounds Maintenance
Custodian II Student Activities	3	NE	Building & Grounds Maintenance
Custodian III	4	NE	Building & Grounds Maintenance
Customer Service Assistant	4	NE	General and Auxiliary Services
Customer Service Liaison (Housing)	6	NE	Student Services
Customer Service Liaison (Student Accounting)	6	NE	Fiscal and Accounting Services
Customer Service Manager (Enrollment Management)	10	EX	Enrollment Management & Planning
Customer Service Manager (Student Acctg)	9	EX	Fiscal and Accounting Services
Customer Service Representative (Student Accounting)	5	NE	Fiscal and Accounting Services
Customer Service Specialist	6	NE	General and Auxiliary Services
Data Entry Analyst	6	NE	Administrative Office and Clerical Support
Data Entry Clerk	4	NE	Administrative Office and Clerical Support
Data Manager	12	EX	Enrollment Management & Planning
Default Prevention Coordinator	8	EX	Enrollment Management & Planning

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Default Prevention Officer	7	EX	Enrollment Management & Planning
Department Business Administrator I	9	EX	Fiscal and Accounting Services
Department Business Administrator II	11	EX	Fiscal and Accounting Services
Department Business Administrator III	13	EX	Fiscal and Accounting Services
Desktop Service Manager	14	EX	Information Technology
Development Associate KTSU	6	EX	Media, Publications & Communications
Development Manager KTSU	9	EX	Media, Publications & Communications
Director Annual Fund, Law School	11	EX	Public Relations & External Affairs
Director Child Development	9	EX	Training & Education
Director Computing Services	11	EX	Information Technology
Director Financial Aid	14	EX	Enrollment Management & Planning
Director of Marketing	13	EX	Media, Publications & Communications
Director Parent Child Learning Lab	9	EX	Training & Education
Director Research Funding/Pre Award	11	EX	Fiscal and Accounting Services
Director Residential Life & Housing	12	EX	Student Services
Director Safety	14	EX	Fiscal and Accounting Services
Director Student Health Center	10	EX	Medical & Related Services
Director Student Support Services Upward Bound	13	EX	Student Services
Director Talent Search	12	EX	Student Services
Director Technical Services (Law Library)	10	EX	Library Services
Disaster Recovery Manager	14	EX	Information Technology
Division Business Administrator I	11	EX	Fiscal and Accounting Services
Division Business Administrator II	12	EX	Fiscal and Accounting Services
Division Business Administrator III	14	EX	Fiscal and Accounting Services
Drafter	6	NE	Facilities and Construction Management
Editor/Writer	8	EX	Media, Publications & Communications
Education Specialist (Child Care Center)	6	NE	Training & Education
Engineer and Media Technologist	10	EX	Media, Publications & Communications
Enterprise Data Manager	14	EX	Information Technology
Equipment Manager	6	NE	Athletics and Intramural Sports
Executive Administrative Assistant	8	NE	Administrative Office and Clerical Support
Exercise Specialist	6	NE	Athletics and Intramural Sports
Facilities Security Clerk	4	NE	General and Auxiliary Services
Facilities Specialist	7	NE	Building & Grounds Maintenance
Financial Aid Accountant	8	EX	Enrollment Management & Planning
Financial Aid Assistant	5	NE	Enrollment Management & Planning

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Financial Aid Counselor	8	EX	Enrollment Management & Planning
Financial Analyst I	10	EX	Academic Affairs
Financial Analyst II	11	EX	Fiscal and Accounting Services
Football Program Coordinator	7	EX	Athletics and Intramural Sports
Fraud Manager	13	EX	Fiscal and Accounting Services
General Clerk I	2	NE	Administrative Office and Clerical Support
General Clerk II	4	NE	Administrative Office and Clerical Support
General Manager Parking Operations	11	EX	Campus Police and Security
Government Document Clerk	6	NE	Library Services
Grant Program Associate	7	NE	Research & Project/Program Administration
Grant Program Coordinator	8	EX	Research & Project/Program Administration
Grant Writer - Research and Pre-Award Services	10	EX	Research & Project/Program Administration
Grant Writer - Scientific	10	EX	Research & Project/Program Administration
Graphic Designer	7	NE	Media, Publications & Communications
Grounds Keeper I	3	NE	Facilities and Construction Management
Grounds Keeper II	4	NE	Facilities and Construction Management
Help Desk Technician (COLEIT)	7	NE	Information Technology
Housing Assignment Coordinator	7	EX	Student Services
Housing Associate	4	NE	Student Services
Housing Operations Manager	8	EX	Student Services
HRIS Analyst	11	EX	Human Resources
Human Resources Generalist	11	EX	Human Resources
Human Resources Representative II	8	EX	Human Resources
Human Resources Technician	7	NE	Human Resources
Industrial Hygienist	11	EX	Research & Project/Program Administration
Instructional Designer I	9	EX	Information Technology
Instructional Designer II	11	EX	Information Technology
Insurance/Risk Management Specialist	8	EX	Fiscal and Accounting Services
IT GIS Lab Manager	11	EX	Information Technology
IT Security Analyst	11	EX	Information Technology
IT Security Compliance Manager	15	EX	Information Technology
Lab and Distributed Support Lead	9	EX	Information Technology
Lab Coordinator/Teacher	8	EX	Student Services
Lead Financial Aid Counselor	9	EX	Enrollment Management & Planning
Lead Nursery Teacher	6	NE	Training & Education
Leasing and Collection Coordinator (Housing)	8	EX	Student Services

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Legal Assistant	6	EX	Legal Services
Librarian - Acquisitions	10	EX	Library Services
Librarian - Business	10	EX	Library Services
Librarian - Catalog	10	EX	Library Services
Librarian - Circulation	10	EX	Library Services
Librarian - Electronics Resources	10	EX	Library Services
Librarian - Faculty Research	10	EX	Library Services
Librarian - Government Documents	10	EX	Library Services
Librarian - Learning Resources	10	EX	Library Services
Librarian - Reference	10	EX	Library Services
Librarian - Reference (Legal Writing), Law School	10	EX	Library Services
Librarian - Serials	10	EX	Library Services
Library Assistant Reference	5	NE	Library Services
Library Assistant	5	NE	Library Services
Library Assistant Acquisitions	5	NE	Library Services
Library Assistant Acquisitions/Weekends and Evenings Sup	6	NE	Library Services
Library Assistant Business Library	5	NE	Library Services
Library Assistant Catalog	5	NE	Library Services
Library Assistant Circulation	5	NE	Library Services
Library Assistant Learning Resources	5	NE	Library Services
Library Assistant Pharmacy	5	NE	Library Services
Library Assistant Serials	5	NE	Library Services
Library Assistant Special Collections	5	NE	Library Services
Library Assistant Systems	6	NE	Library Services
Library Clerk	4	NE	Library Services
Library Loan Assistant	5	NE	Library Services
Linux System Administrator	11	EX	Information Technology
Locksmith	6	NE	Building & Grounds Maintenance
Logistical Support Specialist	7	NE	Building & Grounds Maintenance
Loose-leaf & Upkeep Services Clerk	4	NE	Library Services
Maintenance Construction Crafts Supervisor	9	EX	Building & Grounds Maintenance
Maintenance Craft Specialist	7	NE	Building & Grounds Maintenance
Maintenance Equipment Specialist	7	NE	Building & Grounds Maintenance
Maintenance Equipment Supervisor	9	EX	Building & Grounds Maintenance
Maintenance Specialist	7	NE	Building & Grounds Maintenance
Maintenance Supervisor	9	EX	Building & Grounds Maintenance

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Maintenance Supervisor Grounds	9	EX	Building & Grounds Maintenance
Manager Call Center (Enrollment Management)	10	EX	Enrollment Management & Planning
Manager Compliance, Athletics	10	EX	Athletics and Intramural Sports
Manager Creative Services	10	EX	University Advancement
Manager Custodial Services	8	EX	Building & Grounds Maintenance
Manager Customer Service (Student Accounting)	8	EX	Fiscal and Accounting Services
Manager Facilities & Special Events	7	EX	Student Services
Manager of Financial Reporting	11	EX	Fiscal and Accounting Services
Manager Payroll	11	EX	Fiscal and Accounting Services
Manager Recreation Center (Aquatics)	7	EX	Student Services
Manager Student Publication	9	EX	Media, Publications & Communications
Manager Technical Services	10	EX	Information Technology
Managing Senior Auditor	12	EX	Fiscal and Accounting Services
Marketing Specialist	8	EX	Media, Publications & Communications
MBA Program Coordinator	7	EX	Academic Affairs
Mechanic Helper	6	NE	Building & Grounds Maintenance
Membership Coordinator KTSU	5	NE	Media, Publications & Communications
Membership Coordinator Museum	5	NE	Media, Publications & Communications
Network Administrator	8	EX	Information Technology
Network and Communications Manager	15	EX	Information Technology
Network Systems Administrator (CISCO)	13	EX	Information Technology
Network Systems Administrator (Windows)	11	EX	Information Technology
Nurse Practitioner	13	EX	Student Services
Nursery Teacher	5	NE	Training & Education
Office Administrator	7	NE	Administrative Office and Clerical Support
Office Assistant	4	NE	Administrative Office and Clerical Support
Operation Manager Print Shop	9	EX	Media, Publications & Communications
Outreach Program Coordinator (Pharmacy)	10	EX	Public Relations & External Affairs
Parking Enforcement Officer	4	NE	Campus Police and Security
Parking Enforcement Supervisor	6	NE	Campus Police and Security
Payroll Specialist	7	NE	Fiscal and Accounting Services
PBX Operator I	3	NE	General and Auxiliary Services
PBX Operator II	5	NE	General and Auxiliary Services
Photographer	9	EX	Media, Publications & Communications
Physical Therapist/Trainer	7	EX	Medical & Related Services
Police Sergeant	9	NE	Campus Police and Security

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Police Lieutenant	11	EX	Campus Police and Security
Police Officer	7	NE	Campus Police and Security
Police Records Clerk	4	NE	Campus Police and Security
Police Records Supervisor	8	EX	Campus Police and Security
Postal Clerk	5	NE	General and Auxiliary Services
Postmaster	7	EX	General and Auxiliary Services
Production Engineer	8	EX	Athletics and Intramural Sports
Production Manager KTSU	6	NE	Media, Publications & Communications
Program Coordinator I	8	EX	Research & Project/Program Administration
Program Coordinator II	9	EX	Research & Project/Program Administration
Program Coordinator II (Maritime)	9	EX	Research & Project/Program Administration
Program Director	12	EX	Research & Project/Program Administration
Program Director Student Services	12	EX	Research & Project/Program Administration
Program Manager WTP	10	EX	Academic Affairs
Project Assistant	6	NE	Facilities and Construction Management
Project Coordinator I	7	EX	Research & Project/Program Administration
Project Coordinator II	9	EX	Research & Project/Program Administration
Project Director	11	EX	Research & Project/Program Administration
Project Manager AE&C	11	EX	Facilities and Construction Management
Property Manager	8	EX	Purchasing, Stores & Property Management
Radio Music Director KTSU	7	EX	Media, Publications & Communications
Receptionist	3	NE	Administrative Office and Clerical Support
Records Analyst	5	NE	Enrollment Management & Planning
Recreation Assistant Aquatics	5	NE	Athletics and Intramural Sports
Recreation Center Manager	7	EX	Athletics and Intramural Sports
Recycle Sustainability Technician	5	EX	Building & Grounds Maintenance
Registrar (College/School)	9	EX	Academic Affairs
Registrar, University Museum	6	EX	Public Relations & External Affairs
Research Compliance Officer	9	EX	Academic Affairs
Resident Hall Coordinator	7	EX	Student Services
Residential Business and Administration Manager	11	EX	Student Services
Residential Community Assistant	4	NE	Student Services
Residential Community Director	8	EX	Student Services
Residential Community Manager	7	NE	Student Services
Residential Community Ombudsman	11	EX	Student Services
Residential Community Quality Control Manager	11	EX	Student Services

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Residential Facilities Operations Manager	12	EX	Student Services
Residential Inspection and Safety Supervisor	8	EX	Student Services
Residential Maintenance and Custodial Supervisor	9	EX	Student Services
Safety Specialist	9	EX	Facilities and Construction Management
Scanning Technician	5	NE	Administrative Office and Clerical Support
Security Officer	4	NE	Campus Police and Security
Senior Accountant	9	EX	Fiscal and Accounting Services
Senior Accountant Project Construction	9	EX	Fiscal and Accounting Services
Senior Administrative Assistant	6	NE	Administrative Office and Clerical Support
Senior Administrative Associate (Athletics)	7	EX	Athletics and Intramural Sports
Senior Animal Care Technician	6	NE	Academic Affairs
Senior Benefits Specialist	11	EX	Human Resources
Senior Compensation Analyst	11	EX	Human Resources
Senior Customer Services Representative	6	NE	Fiscal and Accounting Services
Senior Employment Specialist	11	EX	Human Resources
Senior Safety Specialist	11	EX	Facilities and Construction Management
Senior Staff Auditor	11	EX	Fiscal and Accounting Services
Senior Systems Analyst	11	EX	Information Technology
Senior Writer/Editor	10	EX	University Advancement
Serials Mail Clerk	5	NE	Library Services
Special Events Assistant	7	NE	Public Relations & External Affairs
Special Events Coordinator	8	EX	Public Relations & External Affairs
Sports Information Director	12	EX	Athletics and Intramural Sports
Staff Auditor	9	EX	Fiscal and Accounting Services
Staff Nurse	7	EX	Medical & Related Services
Student Academic Advisor/Counselor	8	EX	Student Services
Substance Abuse Counselor	8	EX	Student Services
Supervisor Accounts Payable	8	EX	Fiscal and Accounting Services
Supervisor Custodial Services	6	NE	Building & Grounds Maintenance
Supervisor Locksmith	9	EX	Building & Grounds Maintenance
Supervisor Loose Leaf Upkeep Services	7	EX	Library Services
Supervisor Warehouse	7	EX	Purchasing, Stores & Property Management
System Analyst II	11	EX	Information Technology
Systems Analyst I	7	EX	Information Technology
Systems and Applications Coordinator	13	EX	Information Technology
Systems and Networking Coordinator	13	EX	Information Technology

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Teacher I Charter School	7	EX	Training & Education
Teacher II Charter School	8	EX	Training & Education
Teacher III Charter School	9	EX	Training & Education
Technical Service Specialist	7	NE	Information Technology
Technical Services Director Law Library	10	EX	Library Services
Technical Services Technician - Engineering Lab	6	NE	Research Laboratory
Technical Support Specialist (IT & COLEIT)	8	NE	Information Technology
Technology Manager (COLEIT)	13	EX	Information Technology
Telecommunication Specialist (Campus Security)	5	NE	Campus Police and Security
Telecommunications Manager (IT)	13	EX	Information Technology
Testing Administrator	7	EX	Enrollment Management & Planning
Testing Coordinator	8	EX	Enrollment Management & Planning
Transfer Evaluator	9	EX	Enrollment Management & Planning
Travel Coordinator	9	EX	Fiscal and Accounting Services
University Recruiter	7	EX	Enrollment Management & Planning
Veteran Enrollment Specialist	6	NE	Enrollment Management & Planning
Warehouse Attendant	3	NE	Purchasing, Stores & Property Management
Warehouse Specialist	5	NE	Purchasing, Stores & Property Management
Web Developer	8	EX	Information Technology
Web Supervisor	13	EX	Information Technology
Work Study Analyst	6	NE	Enrollment Management & Planning

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