

**UNIVERSITY OF ALASKA CLASSIFIED EMPLOYEES ASSOCIATION
BARGAINING UNIT CLASSIFICATION DESCRIPTION**

JOB TITLE:

**Wage Grade -
Non-Exempt
Job Title Number -**

Date of Last Revision:

SUMMARY: _____

ESSENTIAL DUTIES AND RESPONSIBILITIES:

DISTINGUISHING CHARACTERISTICS:

ADMINISTRATIVE RESPONSIBILITIES:

QUALIFICATION REQUIREMENTS:

Education and/or Experience:

Language Skills:

Interpersonal Skills:

Mathematical Skills:

Reasoning Ability:

Certificates, Licenses, Registrations:

PHYSICAL DEMANDS:

WORK ENVIRONMENT:

POSITIONS COVERED: