



A Dun & Bradstreet Division

## U.S. K-12 Job Function Codes

Administrative Offices, Schools, Libraries, and Day Care Centers

| JOB CODE                       | TITLE   | JOB CODE   | TITLE   |
|--------------------------------|---|------------|---|
| <b>■ = Updated Job Title</b>   |   | 050        | Secondary English/Language Arts Director                |
| <b>■ = New Job Title</b>       |   | 051        | K-12 Reading Director                                   |
| <b>District Administrators</b> |   | 052        | Elementary Reading Director                             |
| 001                            | Superintendent                                  | 053        | Secondary Reading Director                              |
| <b>002</b>                     | <b>Business/Finance Director</b>                | 054        | K-12 Remedial Reading Director                          |
| 003                            | Buildings and Grounds Director                  | 055        | Elementary Remedial Reading Director                    |
| <b>004</b>                     | <b>Food &amp; Nutritional Services Director</b> | 056        | Secondary Remedial Reading Director                     |
| 005                            | Transportation Director                         | <b>057</b> | <b>English Language Learning Director</b>               |
| 006                            | Athletic Director                               | 058        | K-12 Special Education Director                         |
| 007                            | Health Services Director                        | 059        | Elementary Special Education Director                   |
| 008                            | K-12 Curriculum/Instruction Director            | 060        | Secondary Special Education Director                    |
| 009                            | Elementary Curriculum/Instruction Director      | 061        | K-12 Foreign/World Language Director                    |
| 010                            | Secondary Curriculum/Instruction Director       | 062        | Elementary Foreign/World Language Director              |
| 011                            | Federal Program Director                        | 063        | Secondary Foreign/World Language Director               |
| 012                            | Title I Coordinator                             | 064        | K-12 Religious Education Director                       |
| 013                            | Title V Coordinator                             | 065        | Elementary Religious Education Director                 |
| 015                            | Assistant Superintendent                        | 066        | Secondary Religious Education Director                  |
| 016                            | Instructional Media Services Director           | 067        | School Board President                                  |
| 017                            | Chief Operations Officer                        | <b>068</b> | <b>Human Resources Director</b>                         |
| 018                            | Chief Academic Officer                          | 069        | Academic Assessment Director                            |
| 019                            | Chief Financial Officer                         | 070        | Research/Development Director                           |
| 020                            | K-12 Art Director                               | 071        | Public Information Director                             |
| 021                            | Elementary Art Director                         | 072        | Summer School Director                                  |
| 022                            | Secondary Art Director                          | 073        | Instructional Technology Director                       |
| 023                            | K-12 Music Director                             | <b>074</b> | <b>Professional Learning &amp; Development Director</b> |
| 024                            | Elementary Music Director                       | 075        | Marketing/Distributive Director                         |
| 025                            | Secondary Music Director                        | <b>076</b> | <b>Student Information System Director</b>              |
| 026                            | Business Education Director                     | 077        | Psychological Assessment Director                       |
| 027                            | Career & Technical Education Director           | <b>078</b> | <b>Title IX Coordinator</b>                             |
| 028                            | Technology Education Director                   | 079        | Student Personnel Director                              |
| 029                            | Family/Consumer Science Director                | 080        | Driver Education/Safety Director                        |
| <b>030</b>                     | <b>Community Education Director</b>             | <b>081</b> | <b>Advanced Academics Director</b>                      |
| 031                            | K-12 Career Education/School-to-Work            | 082        | Video Services Director                                 |
| 032                            | Elementary Career Education/School-to-Work      | 083        | Substance Abuse Prevention Coordinator                  |
| 033                            | Secondary Career Education/School-to-Work       | 084        | E-Rate Administrator                                    |
| 034                            | Early Childhood Education Director              | 088        | Alternative/At Risk Coordinator                         |
| 035                            | Health/Phys Education Director                  | 089        | Multi Cultural Curriculum Director                      |
| 036                            | K-12 Guidance Services Director                 | 090        | Social Work Coordinator                                 |
| 037                            | Elementary Guidance Services Director           | 091        | Safety/Security Director                                |
| 038                            | Secondary Guidance Services Director            | 092        | Magnet School Coordinator                               |
| 039                            | K-12 Social Studies Director                    | <b>093</b> | <b>Family Engagement Coordinator</b>                    |
| 040                            | Elementary Social Studies Director              | 095        | Tech Prep Coordinator                                   |
| 041                            | Secondary Social Studies Director               | 097        | Chief Information Officer                               |
| 042                            | K-12 Science Director                           | 098        | Chief Technology Officer                                |
| 043                            | Elementary Science Director                     | 270        | Character Education Director                            |
| 044                            | Secondary Science Director                      | 271        | Migrant Education Director                              |
| 045                            | K-12 Math Director                              | 273        | Teacher Mentor Director                                 |
| 046                            | Elementary Math Director                        | 274        | Before-/After-School Director                           |
| 047                            | Secondary Math Director                         | 275        | Response to Intervention Coordinator                    |
| 048                            | K-12 English/Language Arts Director             | 277        | Remedial Math Director                                  |
| 049                            | Elementary English/Language Arts Director       | <b>280</b> | <b>Literacy Coordinator</b>                             |
|                                |   | 285        | STEM Coordinator  |



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# U.S. K-12 Job Function Codes

Administrative Offices, Schools, Libraries, and Day Care Centers

| JOB CODE                                   | TITLE  |
|--|--|
| <b>District Administrators (continued)</b> |  |
| 286  | Digital Learning Director                            |
| 287  | CEO/President  |
| 288  | Common Core Standards Director                       |
| 294  | Accountability Director                              |
| 295  | Network System Administrator                         |
| 296  | Title II Programs Director                           |
| 297  | Webmaster  |
| 298  | Grant Writer/Partnerships                            |
| <b>600</b>                                 | <b>Emergency Management Coordinator</b>              |
| <b>601</b>                                 | <b>Energy Management Director</b>                    |
| <b>602</b>                                 | <b>Attendance Director</b>                           |
| <b>603</b>                                 | <b>Accounting Supervisor</b>                         |
| <b>604</b>                                 | <b>Operations Director</b>                           |
| <b>605</b>                                 | <b>Special Projects Director</b>                     |
| <b>606</b>                                 | <b>College and Career Readiness Director</b>         |
| <b>607</b>                                 | <b>Fine Arts Director</b>                            |
| <b>608</b>                                 | <b>Leadership Development Director</b>               |
| <b>609</b>                                 | <b>Teaching and Learning Director</b>                |
| <b>610</b>                                 | <b>Elementary Education Director</b>                 |
| <b>611</b>                                 | <b>Secondary Education Director</b>                  |
| <b>612</b>                                 | <b>Restorative Practices Coordinator</b>             |
| <b>613</b>                                 | <b>Transition Coordinator</b>                        |
| <b>614</b>                                 | <b>Compliance Coordinator</b>                        |
| <b>615</b>                                 | <b>Chief of Human Resources</b>                      |
| <b>616</b>                                 | <b>Employee Relations &amp; Services Director</b>    |
| <b>617</b>                                 | <b>Risk Management Director</b>                      |
| <b>618</b>                                 | <b>Recruitment Director</b>                          |
| <b>619</b>                                 | <b>Community Engagement &amp; Relations Director</b> |
| <b>620</b>                                 | <b>Student Support Services Director</b>             |
| <b>621</b>                                 | <b>Mental Health Coordinator</b>                     |
| <b>622</b>                                 | <b>Testing Coordinator</b>                           |
| <b>623</b>                                 | <b>Wellness Coordinator</b>                          |
| <b>624</b>                                 | <b>Diversity, Equity and Inclusion Director</b>      |
| <b>625</b>                                 | <b>Technology Services Director</b>                  |
| <b>626</b>                                 | <b>Information Tech/Services Director</b>            |
| <b>627</b>                                 | <b>Database Administrator</b>                        |
| <b>628</b>                                 | <b>Innovation Director</b>                           |
| <b>629</b>                                 | <b>Marketing/Communication Director</b>              |
| <b>630</b>                                 | <b>Associate Superintendent</b>                      |
| <b>631</b>                                 | <b>Deputy Superintendent</b>                         |
| <b>632</b>                                 | <b>Chief Communications Officer</b>                  |
| <b>633</b>                                 | <b>Administrative Services Director</b>              |
| <b>634</b>                                 | <b>Purchasing/Procurement Director</b>               |
| <b>District Influencers</b>                |  |
| 720  | Superintendent Office                                |
| 721  | Board Member   |
| 722  | School Board Office                                  |
| 723  | Business Office Specialist                           |
| 724  | Finance/Purchasing Specialist                        |
| 725  | Food Services Specialist                             |

| JOB CODE                                     | TITLE                              |
|--|------------------------------------|
| 726  | Buildings/Grounds Specialist       |
| 727  | Transportation Specialist          |
| 728  | Human Resource Specialist          |
| 729  | Safety/Security Specialist         |
| 730  | Health Services Specialist         |
| 731  | Federal Programs Specialist        |
| 732  | Guidance/Testing Specialist        |
| 733  | Technology/Media Specialist        |
| 734  | Special/Remedial Ed Specialist     |
| 735  | Curriculum Specialist              |
| 736  | Core Curriculum Specialist         |
| 737  | Elective Curriculum Specialist     |
| 738  | Career/Tech Curric Specialist      |
| 750  | Chief Innovation Officer           |
| 751  | Chief of Staff                     |
| 752  | Social Emotional Learning Director |
| <b>School Administrators</b>                 |                                    |
| 201  | Principal                          |
| 202  | Elementary Principal               |
| 203  | Secondary Principal                |
| 204  | Assistant Principal                |
| 205  | Middle/Junior High Principal       |
| 206  | Admissions Director                |
| <b>School Teachers and Support Personnel</b> |                                    |
| 101  | First Grade Teacher                |
| 102  | Second Grade Teacher               |
| 103  | Third Grade Teacher                |
| 104  | Fourth Grade Teacher               |
| 105  | Fifth Grade Teacher                |
| 106  | Sixth Grade Teacher                |
| 107  | Seventh Grade Teacher              |
| 108  | Eighth Grade Teacher               |
| 109  | Kindergarten Teacher               |
| 110  | Elementary School Teacher          |
| 111  | Pre-First Grade Teacher            |
| 112  | Early Childhood Special Needs      |
| 113  | At Risk/Alternative Teacher        |
| 114  | Tenth Grade Teacher                |
| 115  | Eleventh Grade Teacher             |
| 116  | Twelfth Grade Teacher              |
| 117  | Head Start Teacher                 |
| 118  | Primary School Teacher             |
| 119  | Pre-Kindergarten Teacher           |
| 120  | Secondary Teacher                  |
| 121  | Ninth Grade Teacher                |
| 122  | Head Teacher                       |
| 123  | Teacher Mentor                     |
| 124  | Team Leader                        |
| 125  | Intermediate Teacher               |
| 300  | Math Teacher                       |
| 301  | Math Department Chairperson        |



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| JOB CODE   | TITLE                                 | JOB CODE | TITLE   |
|--|---------------------------------------|----------|---|
| <b>School Teachers and Support Personnel (continued)</b> |                                       | 369      | Drama Teacher                                 |
| 302  | Algebra Teacher                       | 370      | Culinary Arts Teacher                         |
| 303  | Geometry Teacher                      | 371      | Food/Nutrition Teacher                        |
| 304  | Calculus Teacher                      | 372      | Child Development Teacher                     |
| 305  | Trigonometry Teacher                  | 373      | Accounting Teacher                            |
| 306  | Statistics Teacher                    | 374      | Keyboarding/Typing Teacher                    |
| 307  | Remedial Math Teacher                 | 375      | Word Processing Teacher                       |
| 308  | General Math Teacher                  | 376      | Cosmetology Teacher                           |
| 309  | Pre-Algebra Teacher                   | 377      | Construction Trades Teacher                   |
| 316  | Reading/Literacy Coach                | 378      | Electronics Teacher                           |
| 317  | Pre-Calculus Teacher                  | 379      | Auto Mechanics/Repair Teacher                 |
| 318  | Spelling Teacher                      | 380      | Career & Technical Education Teacher          |
| 319  | Writing/Composition Teacher           | 381      | Career & Technical Education Department Chair |
| 320  | Science Teacher                       | 382      | Agricultural Education Teacher                |
| 321  | Science Department Chairperson        | 383      | Marketing/Distributive Education Teacher      |
| 322  | Biology Teacher                       | 384      | Co-Op/Work Experience Coordinator             |
| 323  | Earth/Space Science Teacher           | 385      | Family/Consumer Sciences Teacher              |
| 324  | Physical Science Teacher              | 386      | Business/office Education Teacher             |
| 325  | Environmental Science Teacher         | 387      | Personal Finance Teacher                      |
| 326  | Chemistry Teacher                     | 388      | Technology Education/Trade Teacher            |
| 327  | General Science Teacher               | 389      | Drafting Teacher                              |
| 328  | Physics Teacher                       | 390      | Health Occupations Teacher                    |
| 329  | Human Anatomy/Physiology Teacher      | 391      | Family/Consumer Sciences Department Chair     |
| 330  | Science Coach                         | 392      | Business/Office Department Chair              |
| 331  | Math Coach                            | 393      | Computer Applications Teacher                 |
| 332  | Lead Kindergarten Teacher             | 394      | Technology Education Department Chair         |
| 340  | Social Studies Teacher                | 395      | Woodworking Teacher                           |
| 341  | Social Studies Department Chairperson | 396      | Metalwork Teacher                             |
| 342  | U.S. History Teacher                  | 397      | Welding Teacher                               |
| 343  | World History/Culture Teacher         | 398      | Response to Intervention Teacher              |
| 344  | Civics/Government Teacher             | 399      | Business/Consumer Math Teacher                |
| 345  | Economics Teacher                     | 400      | Foreign/World Language Teacher                |
| 346  | Geography Teacher                     | 401      | Foreign/World Department Chair                |
| 347  | Psychology Teacher                    | 402      | French Teacher                                |
| 348  | Sociology/Anthropology Teacher        | 403      | Spanish Teacher                               |
| 349  | Philosophy Teacher                    | 404      | German Teacher                                |
| 350  | Minorities Teacher                    | 405      | Latin Teacher                                 |
| 351  | Reading Recovery Teacher              | 407      | Literacy Coordinator                          |
| 355  | Humanities Teacher                    | 408      | Russian Teacher                               |
| 356  | American Literature Teacher           | 409      | Chinese Teacher                               |
| 357  | Business English Teacher              | 415      | Community Service Coordinator                 |
| 358  | Astronomy Teacher                     | 421      | Japanese Teacher                              |
| 359  | Literature Teacher                    | 422      | Italian Teacher                               |
| 360  | English/Language Arts Teacher         | 423      | Sign Language Teacher                         |
| 361  | English Department Chairperson        | 424      | Internet/Website Teacher                      |
| 362  | Remedial Reading Teacher              | 425      | Photography Teacher                           |
| 363  | Reading Teacher                       | 426      | Career Education Teacher                      |
| 364  | Fine Arts Teacher                     | 427      | Commercial Art Teacher                        |
| 365  | Journalism Teacher                    | 428      | Media Communications Teacher                  |
| 366  | Fine Arts Department Chairperson      | 429      | Life Skills Teacher                           |
| 367  | Speech/Debate Teacher                 | 430      | Life Science Teacher                          |
| 368  | Horticulture Teacher                  | 431      | Autism Specialist                             |



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| JOB CODE   | TITLE                                     | JOB CODE | TITLE                             |
|--|---|----------|-----------------------------------|
| <b>School Teachers and Support Personnel (continued)</b> |   | 500      | Art Teacher                       |
| 433  | Applied Math Teacher                      | 501      | Art Department Chairperson        |
| 434  | Creative Writing Teacher                  | 510      | Music Teacher                     |
| 435  | Political Science Teacher                 | 511      | Music Department Chairperson      |
| 436  | Teacher of Visually Impaired              | 512      | Band Director                     |
| 437  | Desktop Publishing Teacher                | 513      | Orchestra Director                |
| 443  | Dance Teacher                             | 514      | Choral Director                   |
| 444  | Adaptive PE Teacher                       | 515      | Instrumental Music Teacher        |
| 445  | Hearing Specialist                        | 516      | General Music Teacher             |
| 446  | Occupational Therapist                    | 517      | Music Theory/Appreciation Teacher |
| 447  | Physical Therapist                        | 518      | Custodial Personnel               |
| 450  | Special Education Teacher                 | 519      | Manufacture/Processing Teacher    |
| 451  | Special Education Department Chairperson  | 520      | Library/Media Specialist          |
| 452  | Learning Differences Teacher              | 524      | School Resource officer           |
| 453  | Teacher of Emotionally Challenged         | 526      | Business Law Teacher              |
| 454  | Teacher of Mentally Challenged            | 527      | School Newspaper Advisor          |
| 455  | Teacher of Physically Challenged          | 528      | Yearbook Advisor                  |
| 456  | Teacher of Gifted Children                | 529      | Guidance Department Chairperson   |
| 457  | Speech-Language Pathologist               | 530      | School Counselor                  |
| 458  | Title I Teacher                           | 531      | Guidance/Testing                  |
| 460  | GED/Basic Skills Teacher                  | 532      | Guidance/College Advisor          |
| 461  | Computer Science Teacher                  | 533      | Guidance/Vocational Advisor       |
| 462  | Computer Programming Teacher              | 534      | Dropout Prevention Coordinator    |
| 463  | Computer Math Teacher                     | 535      | Career Center Technician          |
| 464  | Computer Literacy Teacher                 | 536      | Social Worker                     |
| 465  | Technology Coordinator                    | 537      | Parental Involvement Coordinator  |
| 466  | Computer Lab Supervisor                   | 538      | Cafeteria Manager                 |
| 467  | State/Local History Teacher               | 539      | Conflict Management Instructor    |
| 468  | Law Teacher                               | 540      | Resource Teacher                  |
| 469  | Computer Science Department Chair         | 541      | Technology Champion               |
| 470  | Physical Education Teacher                | 542      | Curriculum Coordinator            |
| 471  | Physical Education Department Chairperson | 544      | Hospital/Homebound Teacher        |
| 472  | Health Teacher                            | 548      | Test Preparation Teacher          |
| 476  | Networking Teacher                        | 549      | Staff Development Specialist      |
| 477  | Multimedia Teacher                        | 550      | Bilingual Education Teacher       |
| 478  | Substance Abuse Aware Coordinator         | 551      | ESL Teacher                       |
| 480  | Driver Education Teacher                  | 552      | Study Skills Teacher              |
| 484  | Current Events Teacher                    | 554      | Social Emotional Learning Teacher |
| 485  | Webmaster                                 | 556      | History Teacher                   |
| 487  | Lead First Grade Teacher                  | 557      | Teacher of Severely Challenged    |
| 488  | Lead Second Grade Teacher                 | 558      | Special Needs Aide                |
| 489  | Lead Third Grade Teacher                  | 559      | Student Activity Coordinator      |
| 490  | Lead Fourth Grade Teacher                 | 560      | Nurse                             |
| 491  | Lead Fifth Grade Teacher                  | 562      | Advanced Algebra Teacher          |
| 492  | Lead Sixth Grade Teacher                  | 563      | Paraprofessional/Instruction Aide |
| 493  | Lead Pre-Kindergarten Teacher             | 564      | Library Aide                      |
| 494  | Consumer Economics Teacher                | 565      | Computer Technician               |
| 495  | Cloth/Textiles Teacher                    | 566      | Dean of Students                  |
| 496  | Engineering Teacher                       | 567      | Title I Reading Teacher           |
| 497  | Graphic Arts Teacher                      | 568      | Middle Eastern/Arabic Teacher     |
| 498  | Craft Teacher                             | 569      | In School Suspension Director     |
| 499  | Art History/Appreciation Teacher          |          |                                   |



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## U.S. K-12 Job Function Codes

Administrative Offices, Schools, Libraries, and Day Care Centers

| JOB CODE   | TITLE                                     |
|--|---|
| <b>School Teachers and Support Personnel (continued)</b> |   |
| 571  | Title I Math Teacher                      |
| 572  | Before/After School Coordinator           |
| 573  | Criminal Justice Teacher                  |
| 574  | School Secretary/Administrative Assistant |
| 576  | STEM Teacher                              |
| 590  | School Psychologist                       |
| 595  | Religious Studies Teacher                 |
| 596  | PTA/PTO President                         |
| 597  | School Store Manager                      |
| 598  | Rotc Instructor                           |
| <b>Coaches</b>   |   |
| 128  | Lacrosse Coach – Boy's                    |
| 129  | Lacrosse Coach – Girl's                   |
| 132  | Soccer Coach – Boy's                      |
| 133  | Soccer Coach – Girl's                     |
| 134  | Tennis Coach – Boy's                      |
| 135  | Tennis Coach – Girl's                     |
| 136  | Boys Athletic Director                    |
| 137  | Athletic Trainer                          |
| 138  | Athletic Director – Girl's                |
| 139  | Water Polo Coach – Girl's                 |
| 140  | Gymnastics Coach – Girl's                 |
| 141  | Ice Hockey Coach – Girl's                 |
| 142  | Badminton Coach – Girl's                  |
| 143  | Bowling Coach – Girl's                    |
| 144  | Rugby Coach – Girl's                      |
| 145  | Gymnastics Coach – Boy's                  |
| 146  | Skiing Coach – Boy's                      |
| 147  | Water Polo Coach – Boy's                  |
| 148  | Ice Hockey Coach – Boy's                  |
| 149  | Fencing Coach – Boy's                     |
| 150  | Bowling Coach – Boy's                     |
| 151  | Rifle Coach – Boy's                       |
| 152  | Crew Coach – Boy's                        |
| 153  | Strength & Conditioning Coach             |
| 154  | Volleyball Coach – Boy's                  |
| 155  | Rugby Coach – Boy's                       |
| 156  | Badminton Coach – Boy's                   |
| 157  | Skiing Coach – Girl's                     |
| 158  | Volleyball Coach – Girl's                 |
| 159  | Dance/Pom Pom Coach                       |
| 160  | Softball Coach – Boy's                    |
| 161  | Softball Coach – Girl's                   |
| 162  | Booster Club President                    |
| 163  | Athletic Director Jr High                 |
| 184  | Activities Coordinator                    |
| 185  | Drill Team                                |
| 186  | Golf Coach – Boy's                        |
| 187  | Golf Coach – Girl's                       |

| JOB CODE   | TITLE                           |
|------------|---------------------------------|
| 190        | Basketball Coach – Boy's        |
| <b>191</b> | <b>Esports Coach</b>            |
| <b>192</b> | <b>Wrestling Coach – Girl's</b> |
| 200        | Basketball Coach – Girl's       |
| 207        | Track Coach – Boy's             |
| 208        | Track Coach – Girl's            |
| 209        | Cross Country Coach – Boy's     |
| 210        | Cross Country Coach – Girl's    |
| 213        | Baseball Coach                  |
| 217        | Football Coach                  |
| 223        | Cheerleader Coach               |
| 226        | Field Hockey Coach              |
| 233        | Wrestling Coach                 |
| 239        | Swimming Coach – Boy's          |
| 240        | Swimming Coach – Girl's         |

### Public Library Personnel

|     |  |
|-----|--|
| 241 | Head Librarian/Director                  |
| 242 | Assistant Director                       |
| 243 | Acquisitions Librarian                   |
| 244 | Book/Materials Selection Librarian       |
| 245 | Classification/Catalog Librarian         |
| 246 | Periodicals/Serials Librarian            |
| 247 | Reference/Information Librarian          |
| 248 | Adult Services Librarian                 |
| 249 | Children's Librarian                     |
| 250 | Young Adult Librarian                    |
| 251 | Purchasing Manager                       |
| 253 | Audiovisual Librarian                    |
| 254 | Bookmobile Coordinator                   |
| 255 | E-Rate Administrator                     |
| 256 | Circulation Librarian                    |
| 257 | Technical Services Librarian             |
| 258 | Budget Manager                           |
| 259 | Collections Development Manager          |
| 260 | Digital Services Manager                 |
| 261 | Programs/Community Relations Coordinator |
| 262 | Librarian                                |
| 263 | Website Manager                          |
| 265 | Branch Head                              |
| 266 | Literacy Coordinator                     |
| 267 | Interlibrary Loan Librarian              |
| 268 | Systems/Automation Librarian             |
| 855 | Genealogy Librarian                      |
| 856 | Chief Marketing Officer                  |
| 857 | Technology Manager                       |
| 858 | Facilities/Grounds Manager               |

### Day Care Personnel

|     |                    |
|-----|--------------------|
| 700 | Director           |
| 701 | Co-Director        |
| 702 | Assistant Director |



A Dun & Bradstreet Division

## Canadian K-12 Job Function Codes

School Board Administrators

| JOB CODE | TITLE                                  |
|----------|--|
| 001      | Superintendent                         |
| 002      | Secretary/Treasurer                    |
| 003      | Physical Plant/Buildings and Grounds   |
| 005      | Transportation Director                |
| 007      | Health/Safety/Community Services       |
| 008      | K-12 Curriculum/Instruction Director   |
| 015      | Assistant Superintendent               |
| 016      | Library Services                       |
| 036      | Guidance/Student Services              |
| 068      | Human Resources                        |
| 073      | Education Technology                   |
| 074      | Staff Development                      |
| 076      | Data Processing/Computer Services      |
| 096      | Director of Education                  |
| 201      | Principal                              |
| 204      | Assistant Principal                    |
| 272      | Speech/Language Pathologist Consultant |
| 801      | Environmental Education Consultant     |
| 802      | Computer Education Consultant          |
| 803      | Gifted Consultant                      |
| 804      | Art Consultant                         |
| 805      | General Curriculum Consultant          |
| 806      | Primary Curriculum Consultant          |
| 807      | Intermediate Curriculum Consultant     |
| 808      | Secondary Curriculum Consultant        |

| JOB CODE | TITLE                                    |
|----------|--|
| 809      | Special Education Consultant             |
| 810      | English Consultant                       |
| 811      | Fine Arts/Drama Consultant               |
| 812      | Language Arts Consultant                 |
| 814      | Social Studies Consultant                |
| 815      | History Consultant                       |
| 816      | Geography Consultant                     |
| 817      | Modern Language Consultant               |
| 818      | Math Consultant                          |
| 819      | Audio Visual Consultant                  |
| 820      | Library Consultant                       |
| 821      | Health and Physical Education Consultant |
| 822      | Family Life Consultant                   |
| 823      | Science Consultant                       |
| 824      | Adult/Continuing Education Consultant    |
| 825      | Music Consultant                         |
| 826      | Tech/Vocational Ed Consultant            |
| 827      | Business Education Consultant            |
| 828      | Home Economics/Family Studies Consultant |
| 829      | Cooperative Education Consultant         |
| 830      | English/Secondary Language Consultant    |
| 831      | French Consultant                        |
| 832      | Native Education Consultant              |
| 833      | Early Childhood Ed Consultant            |



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## U.S. College Job Function Codes

Deans/Administrators and College Librarians

| JOB CODE                      | TITLE   |
|-------------------------------|---|
| <b>College Administrators</b> |   |
| 11221                         | Chancellor                                      |
| 11222                         | President                                       |
| 11310                         | Dean of Science/Math                            |
| 11311                         | Dean of Social Sciences                         |
| 11312                         | Dean of Allied Health                           |
| 11313                         | Dean of Vocational Education                    |
| 11314                         | Dean of Humanities                              |
| 11315                         | Dean of Hotel/Restaurant/Tourism Administration |
| 11316                         | Dean of Journalism                              |
| 11317                         | Dean of Professional Studies                    |
| 11318                         | Dean of Computer Science                        |
| 11319                         | Dean of Criminal Justice                        |
| 11320                         | Dean of Agriculture                             |
| 11321                         | Dean of Natural Resources                       |
| 11322                         | Dean of Architecture                            |
| 11323                         | Dean of Public Health                           |
| 11324                         | Dean of Art                                     |
| 11325                         | Dean of Dentistry                               |
| 11326                         | Dean of Business                                |
| 11327                         | Dean of Communications                          |
| 11328                         | Dean of Education                               |
| 11329                         | Dean of Physical Education                      |
| 11330                         | Dean of Engineering                             |
| 11331                         | Dean of Fine Arts                               |
| 11332                         | Dean/Dir Graduate Studies                       |
| 11333                         | Dean of General Studies                         |
| 11334                         | Dean of Family Consumer Studies                 |
| 11335                         | Dean of Law                                     |
| 11336                         | Dean of Arts/Science                            |
| 11337                         | Associate Dean of Law                           |
| 11338                         | Dean of Library Science                         |
| 11339                         | Dean of Forestry                                |
| 11340                         | Dean of Medicine                                |
| 11341                         | Associate Dean of Medicine                      |
| 11342                         | Other Deans                                     |
| 11343                         | Dean of Language Arts/Literature                |
| 11344                         | Dean of Nursing                                 |
| 11345                         | Dean of Veterinary Medicine                     |
| 11346                         | Dean of Pharmacy                                |
| 11347                         | Dean of Optometry                               |
| 11348                         | Dean of Music                                   |
| 11349                         | Dean of Mining                                  |
| 11350                         | Dean of Religion/Theology                       |
| 11351                         | Dean of Honors College                          |
| 11352                         | Dean of University College                      |
| 11353                         | Dean of Foreign Language                        |
| 11354                         | Dean of Social Work/Behavioral Science          |
| 11355                         | Dean of Technology                              |
| 11356                         | Dean of Psychology                              |
| 11357                         | Dean of Clinical Affairs                        |
| 11360                         | Continuing Education                            |

| JOB CODE | TITLE                                 |
|----------|---------------------------------------|
| 11365    | Cooperative Education                 |
| 11500    | Student Placement/Career Planning     |
| 11501    | Sustainability                        |
| 11502    | Band Director                         |
| 11503    | Workforce Development                 |
| 11505    | Student Employment Office             |
| 11600    | Purchasing                            |
| 11701    | Development/Institutional Advancement |
| 11702    | Information Office Services           |
| 11703    | Public Relations                      |
| 11704    | Annual/Planned Giving                 |
| 11705    | Associate Development Officer         |
| 11706    | College Newspaper Advisor             |
| 11710    | Comptroller                           |
| 11711    | Treasurer                             |
| 11712    | Endowment Investor                    |
| 11714    | Chief Financial/Business Officer      |
| 11715    | Associate Financial/Business Officer  |
| 11716    | Accounting                            |
| 11717    | Budgeting                             |
| 11718    | Legal Services                        |
| 11719    | Bursar                                |
| 11720    | Bookstore Manager                     |
| 11724    | Theater Director                      |
| 11725    | Student Union/Center                  |
| 11730    | Alumni Affairs/Relations              |
| 11735    | Research Grants/Sponsored             |
| 11740    | Assistant to the President            |
| 11750    | Athletic Director                     |
| 11751    | Athletic Director – Men’s             |
| 11752    | Athletic Director – Women’s           |
| 11753    | Sports Information                    |
| 11760    | Registrar                             |
| 11765    | Enrollment Management                 |
| 11770    | Chief Admissions Officer              |
| 11771    | Associate Admissions Officer          |
| 11780    | Institutional Planning                |
| 11789    | Computer Lab Manager                  |
| 11790    | Chief Information Systems Officer     |
| 11791    | Academic Computing                    |
| 11792    | Administrative Computing              |
| 11793    | Computer Network Manager              |
| 11794    | Database Administrator                |
| 11795    | Telecommunications                    |
| 11796    | Director Management Info Systems      |
| 11798    | Technology Purchasing Manager         |
| 11799    | Webmaster                             |
| 11800    | Contracts/Grant Administrator         |
| 11810    | Institutional Research                |
| 11815    | Government Relations                  |
| 11820    | Human Resources/Personnel             |
| 11821    | Affirmative Action                    |



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## U.S. College Job Function Codes

Deans/Administrators and College Librarians

| JOB CODE                                  | TITLE                                  |
|---|--|
| <b>College Administrators (continued)</b> |  |
| 11825                                     | JTPA/Equal Opportunity                 |
| 11830                                     | Student Counseling                     |
| 11840                                     | Financial Aid                          |
| 11850                                     | Physical Plant/Facilities              |
| 11855                                     | Energy Management                      |
| 11860                                     | Security/Safety/Campus Police          |
| 11870                                     | Food Services                          |
| 11875                                     | Health Services                        |
| 11880                                     | Student Recruitment                    |
| 11890                                     | Publications                           |
| 11895                                     | Dean of Freshmen                       |
| 11900                                     | Educational Media/Audiovisual Services |
| 11901                                     | Dean Undergraduate Studies             |
| 11902                                     | Developmental/Remedial Studies         |
| 11903                                     | Part-Time Degrees                      |
| 11904                                     | Student Transfer Services              |
| 11915                                     | Campus Ministry/Chaplain               |
| 11916                                     | Auxiliary Services                     |
| 11917                                     | Drug/Alcohol Awareness                 |
| 11920                                     | Student Housing                        |
| 11921                                     | Disabled Student Services              |
| 11925                                     | Executive Vice President               |
| 11930                                     | Chief Academic Officer/Provost         |
| 11931                                     | Associate Academic Officer             |
| 11932                                     | Assessment/Testing Coordinator         |
| 11933                                     | Commencement/Graduation Director       |
| 11935                                     | Chief of Administration                |
| 11945                                     | Dean of Student Affairs                |
| 11946                                     | Associate Student Affairs Office       |
| 11948                                     | Fraternity/Sorority Director/Advisor   |
| 11950                                     | Dean of Men                            |
| 11960                                     | Dean of Women                          |
| 11985                                     | Evening Division/Programs              |
| 11987                                     | Community Services                     |
| 11988                                     | Summer Session                         |
| 11990                                     | Branch Director                        |
| 11992                                     | Minority/Multicultural Student Affairs |
| 11993                                     | Foreign/International Student Advisor  |
| 11994                                     | Radio/TV/Broadcasting                  |
| 11995                                     | Marketing/Sales                        |
| 11996                                     | Museum/Gallery Director                |
| 11997                                     | Distance Learning Coordinator          |
| 11998                                     | Foreign Study/Programs Abroad          |

### College Librarians

|       |  |
|-------|--|
| 41101 | Library Director                       |
| 41103 | Director/Head Librarian (Special/Dept) |
| 41104 | Assistant Library Director             |
| 41105 | Medical Library Director               |

| JOB CODE | TITLE   |
|----------|---|
| 41106    | Law Library Director                              |
| 41107    | Reference Librarian                               |
| 41108    | Serials/Publications Librarian                    |
| 41109    | Collection Development Director                   |
| 41110    | Audiovisual/Media Director                        |
| 41111    | Technical Service Librarian                       |
| 41112    | Learning Resources Center Director                |
| 41113    | Business Subject Specialist                       |
| 41114    | Communications Subject Specialist                 |
| 41115    | Education Subject Specialist                      |
| 41116    | Engineering Subject Specialist                    |
| 41117    | Fine/Applied Arts Subject Specialist              |
| 41118    | Art/Architecture Subject Specialist               |
| 41119    | Theatre/Film/Dance Subject Specialist             |
| 41120    | Music Subject Specialist                          |
| 41121    | Humanities Subject Specialist                     |
| 41122    | English Language/Literature Subject Specialist    |
| 41123    | Foreign Language/Literature Subject Specialist    |
| 41124    | Law Subject Specialist                            |
| 41125    | Library Science Subject Specialist                |
| 41126    | Medical/Nursing/Allied Health Subject Specialist  |
| 41127    | Phys Ed/Health/Recreation Subject Specialist      |
| 41128    | Science Subject Specialist                        |
| 41129    | Agriculture Subject Specialist                    |
| 41130    | Astronomy Subject Specialist                      |
| 41131    | Biological Science Subject Specialist             |
| 41132    | Chemistry Subject Specialist                      |
| 41133    | Computer Science Subject Specialist               |
| 41134    | Environmental Science Subject Specialist          |
| 41135    | Geology Subject Specialist                        |
| 41136    | Math Subject Specialist                           |
| 41137    | Physics Subject Specialist                        |
| 41138    | Social Sciences Subject Specialist                |
| 41139    | Anthropology Subject Specialist                   |
| 41140    | Archaeology Subject Specialist                    |
| 41141    | Economics Subject Specialist                      |
| 41142    | Geography Subject Specialist                      |
| 41143    | History Subject Specialist                        |
| 41144    | Political Science Subject Specialist              |
| 41145    | Psychology Subject Specialist                     |
| 41146    | Sociology Subject Specialist                      |
| 41147    | Social Work Subject Specialist                    |
| 41148    | Philosophy Subject Specialist                     |
| 41149    | Religion Subject Specialist                       |
| 41150    | Vocational Ed/Career Education Subject Specialist |
| 41151    | Acquisitions Librarian                            |
| 41152    | Circulations Librarian                            |
| 41153    | Interlibrary Loan Librarian                       |
| 41154    | Archivist   |
| 41155    | Government Documents Librarian                    |





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## U.S. College Job Function Codes

Deans/Administrators and College Librarians

JOB  
CODE      TITLE

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**College Librarians (continued)**

|       |                              |
|-------|------------------------------|
| 41156 | Systems/Automation Librarian |
| 41152 | Circulations Librarian       |
| 41158 | Digital Librarian            |
| 41159 | Distance Learning Librarian  |
| 41160 | Evening/Weekend Librarian    |