



BOSTON COLLEGE
CHESTNUT HILL, MASSACHUSETTS 02467

April 2023

STUDENT JOB CLASSIFICATIONS AND WAGE STRUCTURE

The University will revise the hourly Student Wage Structure for Fiscal Year 2024 – which will be valid from May 21, 2023 to May 18, 2024. Future adjustments to the wage structure will be performed annually in coordination with the Compensation Office (HR). This wage structure applies to all hourly-paid undergraduate and graduate student employees; there are no separate levels for hourly-paid undergraduate and graduate students.

As the hourly pay rates will increase annually, there will be no merit increases. Pay rates should not be increased mid-year unless the student is promoted to a higher Grade level or position within the same department.

The following pages consist of the revised comprehensive list of all student job titles under each of the corresponding Grades and Job Class Codes. The Originator can type in the three-digit Job Title Code for that specific job title when creating a Student Job Request through the online PeopleSoft Human Resources system. When a student job title is selected, the default job description will automatically appear on the Student Job Description field. Departments should be certain that the appropriate Job Title and Job Title Code is selected when creating a Student Job Request.

Any requests to create a new student job title must be made **in writing** to the Student Employment Office explaining why the requested job title cannot fit within one of the established student Job Titles; a detailed job description must accompany your request describing the duties and responsibilities, skills and/or experience required to perform the job along with the requested hourly wage. Student Employment and Compensation (Human Resources) must approve any request before a new student job title is created.

Below is the Student Wage Structure effective May 21, 2023. Employers are expected to adhere to these hourly student wage guidelines.

STUDENT WAGE STRUCTURE

GRADE	JOB CLASS CODE	FY2024
B	920200	\$15.00
C	920300	\$15.75
D	920400	\$16.54
E	920500	\$17.36
F	920600	\$18.23 - \$22.50

Grade B – Job Class Code 920200

Grade	Job Class Code	Job Title	Job Title Code
B	920200	Academic Advising Assistant	231
B	920200	Accounting Assistant I	201
B	920200	Administrative Assistant I	202
B	920200	Audio Visual Assistant	203
B	920200	Box Office Associate	223
B	920200	Broadcast Assistant	235
B	920200	Community Assistant	233
B	920200	Computer Operator	206
B	920200	Data Entry Operator/Word Processor	207
B	920200	Event Assistant	224
B	920200	Health Services Aide	208
B	920200	Library Assistant	209
B	920200	Maintenance Assistant	227
B	920200	Notetaker	210
B	920200	Public Safety Assistant	228
B	920200	Recreation Aide I	211
B	920200	Sacristan	234
B	920200	Science Lab Assistant	213
B	920200	Security Guard	214
B	920200	Shipping/Receiving Clerk	215
B	920200	Special Education Aide	229
B	920200	Student Class Speaker	236
B	920200	Technician	230
B	920200	Technology Assistant	225
B	920200	Test/Paper Grader	217
B	920200	Theater Arts Assistant	218
B	920200	Tutor	219
B	920200	Undergraduate Research Assistant	220
B	920200	Usher	222

Grade C – Job Class Code 920300

Grade	Job Class Code	Job Title	Job Title Code
C	920300	Accounting Assistant II	301
C	920300	Administrative Assistant II	321
C	920300	Audio Visual Assistant II	303
C	920300	Bull Crew Worker	334
C	920300	Childcare/Teacher Assistant	304
C	920300	Classroom Monitor	322
C	920300	Computer Operator II	305
C	920300	Computer User Assistant	333
C	920300	Counseling Assistant	306
C	920300	Dining Services Assistant	332
C	920300	Ever to Excel Mentor	323
C	920300	Health/Fitness Education Coordinator	324

C	920300	Instructional Assistant I	309
C	920300	Law Library Aide	310
C	920300	Library Assistant II	311
C	920300	Lifeguard	312
C	920300	Maintenance Assistant II	336
C	920300	Microcomputer Operator	314
C	920300	Payroll Assistant	325
C	920300	Pine Manor Institute Success Coach	326
C	920300	Publications Assistant	315
C	920300	Residence Facilities Assistant	335
C	920300	Resident Peer Advisor	327
C	920300	Recreation Aide II	316
C	920300	Science Lab Assistant II	318
C	920300	Telemarketer	328
C	920300	Translator	329
C	920300	Undergraduate Faculty Research Assistant (UFRF Program)	330
C	920300	Web Specialist	331

Grade D – Job Class Code 920400

Grade	Job Class Code	Job Title	Job Title Code
D	920400	Accounting Assistant III	402
D	920400	Administrative Assistant III	411
D	920400	Athletics Game Day Worker	420
D	920400	Audio Visual Media/Print Assistant	401
D	920400	Audit Intern	421
D	920400	Broadcast Assistant II	431
D	920400	Computer Operator III	403
D	920400	Data Assistant I	422
D	920400	Digital Studio Assistant	419
D	920400	Graduate Study Hall Monitor	423
D	920400	Graduate Test/Paper Grader	424
D	920400	Instructional Assistant II	405
D	920400	Library Assistant III	406
D	920400	Marketing/Event Planning Assistant	425
D	920400	Orientation Leader	426
D	920400	Paralegal Assistant	409
D	920400	Public Safety Assistant Supervisor	430
D	920400	Recreation Aide III	412
D	920400	Senior Computer User Assistant	427
D	920400	Student Conduct Board Member	432
D	920400	Student Technology Specialist	428
D	920400	Student-Athlete Academic Mentor	429
D	920400	Technician II	415

Grade E – Job Class Code 920500

Grade	Job Class Code	Job Title	Job Title Code
E	920500	Accounting Assistant IV	501
E	920500	Audit Intern II	515
E	920500	Computer Support/Analyst	517
E	920500	Connors Center Student Caretaker	526
E	920500	Event Dinner Coordinator	525
E	920500	Instructional Assistant III	504
E	920500	Lead Student Technology Specialist	518
E	920500	Legal Intern	505
E	920500	Museum Curatorial Assistant	519
E	920500	Programmer	506
E	920500	Security Walking Escort/Coordinator/Supervisor	520
E	920500	Senior Box Office Associate	521
E	920500	Senior Lifeguard	522
E	920500	Senior Technician	523
E	920500	Social Service Intern/Caseworker	509
E	920500	Student Supervisor	516
E	920500	Summer Camp Counselor	524
E	920500	Telemarketing Supervisor	510

Grade F – Job Class Code 920600

Grade	Job Class Code	Job Title	Job Title Code
F	920600	Advanced Subject Tutor	651
F	920600	Assistant Learning Specialist	662
F	920600	Athletics Recreation Specialist	602
F	920600	Bartender	659
F	920600	Broadcast Assistant III	665
F	920600	Call Center Supervisor	631
F	920600	Dining Shift Supervisor	660
F	920600	Grad Assistant Media Technology Svcs	646
F	920600	Graduate Marketing/Communications/Event Planning Specialist	658
F	920600	Graduate Research Associate	608
F	920600	Graduate Teaching Assistant	664
F	920600	Graduate Technology Consultant (GTC)	630
F	920600	Head Lifeguard	648
F	920600	House Manager	640
F	920600	Instructor	628
F	920600	Lab Supervisor	611
F	920600	Legal Intern II	612
F	920600	Library Associate	614
F	920600	Musical Event Performer	667
F	920600	Outdoor Adventure Leader	636
F	920600	Photographer	666

F	920600	Radiation Safety/Hazardous Waste Technician	616
F	920600	Senior Data Assistant	649
F	920600	Student Facility Supervisor	661
F	920600	Videographer	663