<table>
<thead>
<tr>
<th>Salary Grade</th>
<th>Position Assigned to Grade</th>
</tr>
</thead>
</table>
| **MID**      | Accounts Payable Assistant  
Administrative Assistant for the Counseling Center  
Administrative Assistant, Board of Kenyon Interfaith Partnership  
Administrative Assistant in the Department of Physical Education and Athletics  
Administrative Assistant for Residential Life  
Data Entry Specialist  
Financial Aid Assistant  
Financial Aid Data Specialist  
Gift and Alumni Records Specialist  
Office Manager in Admissions  
Operations Assistant, Kenyon Review  
Receipt Coordinator  
Records Specialist |
| **HIGH**     | Accounts Receivable Coordinator  
Admin Assist to the Office of Alumni and Parent Engagement  
Administrative Assistant and Applied Music Program Coordinator  
Administrative Assistant for Annual Giving  
Administrative Assistant for Health and Counseling  
Administrative Assistant for Modern Languages & Economics  
Administrative Assistant for Office of Academic Advising  
Administrative Assistant in the Academic Division  
Administrative Assistant in the Academic Division - English  
Administrative Assistant in the Office of Communications  
Administrative Assistant in the Office of Development  
Administrative Assistant to Dean for Diversity, Equity and Inclusion (DEI)  
Administrative Assistant to the Finance Division  
Administrative Assistant to the President’s Office  
Administrative Assistant, Gund Gallery  
Administrative Assistant, Math & Physics  
Administrative Assistant/ Technician in the Art Department  
Administrative Coordinator, Career Development Office  
Budget Manager in Admissions  
Campus Safety Administrative Assistant/Transportation Coordinator  
Executive Assistant to the Division of Student Affairs  
Executive Assistant to Vice President for Advancement  
KAP Liaison and Support  
Office Manager for the Department of Physical Education and Athletics  
Office Manager, Maintenance Department  
Office Manager, The Offices of Human Resources & Civil Rights  
Purchasing Coordinator  
Student Accounts Coordinator  
Student Intern Coordinator & Office Manager  
Student Systems Coordinator |