



University Operations and Administrative Services

January 2021

Vice President for Administration and Finance

Associate Vice President For University Operations and Administrative Services

Administrative Assistant

Central Stores Supervisor

- Storekeeper II
- Stock Clerk II
- Stock Clerk II
- Stock Clerk II
- Stock Clerk II

Executive Director of Engineering and Construction

- ICTEC Business Partner
- Co Generation Plant
- Engineering and Construction
  - Facility Design
  - Capital and Deferred Maintenance Projects
  - Space Utilization/Mapping
  - Labor and Industry Permitting
  - Utility Coordination
  - Capital Budget
  - Space Planning

Director of Facilities Maintenance and Operations

- Facilities Maintenance Operations
  - Automotive
  - Custodial Services
  - Grounds/Landscape Services
  - Recycling and Sustainability
  - Transport/Moving Services
  - Maintenance Shops
    - Carpentry/Paint/Masonry
    - Electrical/Mechanical
    - HVAC/Plumbing
    - Housing and Residence Life
- Campus Beautification And Landscape Design
- Campus Master Plan

Parking and Transportation Services Lead Worker-Clerk III

- Clerk II
- Security Officer (2 positions)

Card and Vending Services

- Clerk II

Conference Services Director

Printing Services Duplicating Supervisor

- Clerk III
- Clerk II
- Paper Cutter
- Press Operator

Post Office Lead Worker Clerk III

- Clerk II (4 positions)
- Clerk II Seasonal, Part-Time

Kovalchick Complex Operations/Contract Administration

Hilton Garden Inn at IUP Operations Liaison/Ground Lease Administration