
Auburn University Job Description

Job Title: **Supv, AAES Rsch/ Ext Unit**

Job Family: No Family

Job Code: **GA08**

Grade 31: \$31,300 - \$52,100

FLSA status: Exempt

Job Summary

Plans, coordinates, and oversees the daily operations of a subunit within the AAES research center.

Essential Functions

1. Prepares equipment, areas, and supplies to conduct research project.
2. Collects and maintains records and data related to a specific research unit.
3. Operates, maintains, and repairs research equipment.
4. Maintains grounds and facilities related to a specific research unit.
5. Procures supplies for substation.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School Diploma or equivalent
Experience (yrs.)	4	Experience in agricultural operations and/or agricultural research

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of program and/or research area related to position and research design and implementation.

Certification or Licensure Requirements

Possession of a valid drivers license, ability to obtain a pesticide license may be required in specific positions.

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, sitting, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires reaching, climbing or balancing, stooping/kneeling/crouching/crawling, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/5/2012
