



**JOB INFORMATION**

Job Code	HU04C
Job Description Title	Research Asst III, Huntsville
Pay Grade	H28
Range Minimum	\$42,760
33rd %	\$52,170
Range Midpoint	\$56,870
67th %	\$61,580
Range Maximum	\$70,990
Exemption Status	Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	9/26/2013

**JOB FAMILY AND FUNCTION**

Job Family:	Research
Job Function:	Disciplinary Research

**JOB SUMMARY**

Assists researchers in planning, maintaining or completing research programs and/or projects involved in the discovery of new knowledge, techniques, and concepts which require fundamental scientific/research knowledge, skills and abilities following relevant policies, procedures, regulations and laws.

**RESPONSIBILITIES**

- Assists in the development of project proposals, plans and protocols.
- Conducts routine or fundamental experiments, investigations and/or studies related to programs and projects in pursuit of new knowledge, techniques and concepts.
- Assists with logistical considerations to include equipment, materials, and labor needs.
- Collects data/samples related to others' research and in routine cases.
- Records, compiles, processes and analyzes data/samples.
- Documents results and observations in writing as well as presenting results to others.
- May assist in the preparation of research results for publication or presentation at conferences to include assisting in literature reviews and assisting in the writing of results and discussions.
- May instruct students and/or supervise others' research in area of expertise.

**SUPERVISORY RESPONSIBILITIES**

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.
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**MINIMUM QUALIFICATIONS**

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

## MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience
Bachelor's Degree	Degree in content specific area of research	And	2 years of	Experience in research practices and protocols, including at least 1 year at the preceding level or equivalent.

Substitutions Allowed for Experience: Yes

*Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.*

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Possesses general knowledge in the field of research, and has expert knowledge of complex equipment, materials and processes related to lab/facility operations, including complex procedures for observation, documentation and data collection.

## MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired
	Job related licensure may be required for specific positions.	Upon Hire	Required

## PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

## PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting				X		10 lbs
Climbing			X			
Stooping/ Kneeling/ Crouching			X			
Reaching				X		
Talking				X		
Hearing				X		
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

## WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		
Extreme heat			X		
Humidity			X		

# WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Wet			X		
Noise			X		
Hazards			X		
Temperature Change			X		
Atmospheric Conditions			X		
Vibration			X		

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