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## Research Associate P9 Standard Job Description

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**Classification Title:** Research Associate P9

**FLSA Exemption Status:** Exempt

**Pay Grade:** 9

### **Job Description Summary:**

The Research Associate P9 performs independent research activities requiring an advanced level of knowledge in a field of science or learning and required consistent use of discretion and judgement. Prepares proposals for funding agencies, operations of research equipment. Trains students and other lab/field personnel in research.

### **Essential Duties and Tasks:**

#### **50% Research:**

- Designs, plans, conducts and coordinates experiments in support various research projects.
- Evaluates, selects, and applies standard techniques of routine research, keeping detailed records of data.
- Installs, operates, and/or repairs research equipment.
- Assists in planning and coordinating research projects.
- Uses computers and laboratory or technical equipment to perform data analysis, statistical analysis, and technical evaluation of research experiments and results.
- Evaluates and summarizes experiment results.

#### **15% Research Publications:**

- Utilizes summarized results in scientific and/or clientele-oriented publications.
- Prepares and writes proposals to funding agencies and maintains financial accounts related to research projects.

#### **15% Training:**

- Trains undergraduate and/or graduate students and other laboratory, technical or field staff involved in research.

#### **20% Duty Title (for the department's use)**

- Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

- Bachelor’s degree in a relevant field or an equivalent combination of education and experience.
- Two years of related experience in specialized and relevant field of research.

**Required Licenses and Certifications:**

- May vary depending on the area of research.

**Required Knowledge, Skills, and Abilities:**

- Familiarity with appropriate laboratory and/or technical equipment.
- Ability to effectively utilize a computer and applicable software.
- Attention to detail.

**Machines and Equipment:**

- Various research equipment.

**Physical Requirements:**

- May vary depending on the area of research.

**Other Requirements and Factors:**

- May have to work on the weekend and/or after normal hours.
- May travel as required.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the Rules and Regulations of the Texas Higher Education Coordinating Board.**

Yes

No

**Does this classification have the ability to work from an alternative work location?**

Yes

No