



Senior Research Associate Standard Job Description

Classification Title: Senior Research Associate

FLSA Exemption Status: Exempt

Pay Grade: 10

Job Description Summary:

The Senior Research Associate 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:

45% Research:

- Designs, plans, conducts and coordinates experiments in support various research projects.
- Evaluates, selects, and applies standard techniques of routine and non-standard research, keeping detailed records of data.
- Uses computers and laboratory or technical equipment to perform data analysis, statistical analysis, and technical evaluation of research experiments and results.
- Plans, implements, coordinates, monitors, and evaluates research projects.
- Recommends project guidelines, procedures, policies, rules and regulations.
- Evaluates and summarizes experiment results.
- Establishes, installs, maintains, operates and/or repairs research equipment.

20% 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.
- Four years of related experience in a 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