



Research Assistant Job Summary and Promotion Criteria

Job Title	Job Summary	Qualifications
Research Assistant 1 (Job Code: 4048)	<p>This is an entry-level research assistant position. It provides, under close supervision of a Principal Investigator, general and technical assistance in support of a specific research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; and production and collection of scientific data. Research assistants at this level, unlike higher-level research assistants, would not be expected to perform their own research.</p>	<p>Bachelor's degree in Biology, Chemistry or other field related to specific study, or equivalent experience.</p>
Research Assistant 2 (Job Code:4049)	<p>This is a mid-level research assistant position. It provides, under the overall supervision of a Principal Investigator, general and technical assistance in support of a specific research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; and preparation of illustrations for publication. Research assistants at this level, unlike entry-level research assistants, are expected to carry out defined tasks with some independence, to initiate new procedures to improve laboratory operation, and to assist in the training of students and entry-level laboratory personnel.</p>	<p>Education: Bachelor's degree or equivalent experience required; Master's degree, advanced training, or equivalent experience highly preferred. Certification/Licensure: May be required depending on specific position. Experience: One year of laboratory experience required. Experience with grant writing preferred. Skills: Clerical skills; general laboratory maintenance skills; instruction of human subjects; operation of mechanical components and electronic instrumentation; and writing or operation of computer programs, including word processing, spreadsheets, databases image analysis, statistical analysis, and scientific graphing programs.</p>
Research Assistant 3 (Job Code: 4440)	<p>This is a senior-level research assistant position. It works independently to provide, under the overall supervision of a Principal Investigator, general and technical assistance in support of a specific research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; and preparation of illustrations for publication. Research assistants at this level, unlike mid-level research assistants, are expected to carry out broadly defined research projects with little or no supervision; to routinely initiate new procedures to improve laboratory</p>	<p>Education: Bachelor's degree or equivalent experience required; Master's degree or equivalent experience preferred. Certification/Licensure: Dependent upon specific position. Experience: A minimum of three years' experience in a comparable study, or equivalent experience in other areas of research, required. Experience with project design required. Skill Requirements: Good problem-solving skills. Clerical skills. Ability to maintain a laboratory with very little guidance. Instruction of human subjects.</p>



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	<p>operation; to provide input to the Principal Investigator as to how the research should be directed; and to assist in the training of students, entry-level, and mid-level personnel in other Legacy Research laboratories.</p>	<p>Operation of mechanical components and electronic instrumentation. Writing or operation of computer programs, including word processors, spreadsheets, databases, image analysis, statistical analysis, and scientific graphing programs.</p>
<p>Research Assistant 3 Lead (Job Code: 4488)</p>	<p>Coordinates the day-to-day operations of the Research Assistants at a designated site and/or department while also performing the duties of a Research Assistant III. Provides intensive training and supervision of entry-level and mid-level personnel in the laboratory setting. Coordinates the operation of multiple complex research projects, typically funded by multiple funding sources. These projects may be closely or distantly related to one another; therefore, the incumbent must have a broad understanding of many aspects of the relevant scientific research. The Research Assistant III is a senior-level research assistant position. Works independently to provide, under the overall supervision of a Principal Investigator, general and technical assistance in support of a specific research program, including (but not limited to): laboratory maintenance; ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; preparation of data for publication, the ability to carry out research projects with little supervision, to initiate new procedures to improve laboratory operation; to provide input to the Principal Investigator as to how the research should be directed. Research assistants at this level, unlike mid-level research assistants, are expected to carry out broadly defined research projects with little or no supervision.</p>	<p>Education: Bachelor's degree or equivalent experience required; Master's degree or equivalent experience preferred.</p> <p>Certification/Licensure: Dependent upon specific position.</p> <p>Experience: A minimum of five years laboratory-based experience, with at least 2-3 years of experience during which little or no supervision was required.</p> <p>Skill Requirements: Excellent personnel management skills. Excellent teaching and training skills. Good problem-solving skills. Ability to multi-task with regard to multiple simultaneous projects. Ability to maintain a laboratory with very little guidance. Operation of mechanical components and electronic instrumentation. Writing or operation of computer programs, including word processors, spreadsheets, databases, image analysis, statistical analysis, and scientific graphing programs</p>



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Research Assistant 1/Bioengineering (Job Code: 4480)	This is an entry-level research assistant position in a bioengineering area. It provides, under close supervision of a Principal Investigator, general and technical assistance in support of a bioengineering research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; and production and collection of scientific data. Research assistants (Bioengineering) at this level, unlike higher-level research assistants, would not be expected to perform their own research.	Education: Bachelor's degree in any of the bioengineering sciences or equivalent experience required.
Research Assistant 2/Bioengineering (Job Code: 4481)	This is a mid-level research assistant position in a bioengineering area. It provides, under the overall supervision of a Principal Investigator, general and technical assistance in support of a bioengineering research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; and preparation of illustrations for publication. Research assistants (Bioengineering) at this level, unlike entry-level research assistants, are expected to carry out defined tasks with some independence, to initiate new procedures to improve laboratory operation, and to assist in the training of students and entry-level laboratory personnel	Education: Bachelor's degree in any of the engineering sciences or equivalent experience required; Master's degree in Bioengineering, advanced training, or equivalent experience highly preferred. Experience: Experience in a bioengineering research environment required. Experience with grant writing preferred. Certification/Licensure: May be required depending on specific position. Skills: Clerical skills; general laboratory maintenance skills; skill in instruction of human subjects; operation of mechanical components and electronic instrumentation; and writing or operation of computer programs, including word processing, spreadsheets, databases image analysis, statistical analysis, and scientific graphing programs.
Research Assistant 3/Bioengineering Job Code: 4482	This is a senior-level research assistant position in a bioengineering field. Incumbent works independently to provide, under the overall supervision of a Principal Investigator, general and technical assistance in support of a bioengineering research program, including (but not limited to): clerical tasks; laboratory maintenance; ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; and preparation of illustrations for publication. Research assistants (bioengineering) at this level, unlike mid-level	Education: Bachelor's degree in any of the bioengineering sciences or equivalent experience required; Master's degree in an engineering discipline or equivalent experience preferred. Experience: A minimum of three years' experience in bioengineering research or development, or equivalent experience in other areas of research, required. Experience with project design required. Certification/Licensure: Dependent upon specific position.



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	<p>research assistants, are expected to carry out broadly defined research projects with little or no supervision; to routinely initiate new procedures to improve laboratory operation; to provide input to the Principal Investigator as to how the research should be directed; and to assist in the training of students, entry-level and mid-level personnel in other Legacy Research laboratories.</p>	<p>Skills: Good problem-solving skills. Clerical skills. Ability to maintain a laboratory with very little guidance. Skill in instruction of human subjects. Operation of mechanical components and electronic instrumentation. Writing or operation of computer programs, including word processors, spreadsheets, databases, image analysis, statistical analysis, and scientific graphing programs.</p>
<p>Research Lab Supervisor (Job Code: 4524)</p>	<p>The Research Lab Supervisor maintains the day-to-day operations of the Research Laboratory and supervises the Research Assistants at a designated site and/or department while also performing the duties of a highly experienced Research Assistant. Oversees and monitors the training of entry-level and mid-level personnel in the laboratory setting. Is responsible to coach and mentor staff, to ensure that projects and procedures are completed within compliance. Oversees the operation of multiple complex research projects. Consults and collaborates with senior researchers, investigators or other appropriate staff on the assessment of a project. Contributes to grant application in areas of experimental design, budgetary considerations, documentation and analysis of data. Contributes to research manuscripts and publications.</p> <p>The Research Lab Supervisor works closely with the Principal Investigator, supervises the maintenance of ordering and inventorying laboratory supplies; production, collection and analysis of scientific data; preparation of data for publication. Responsible to carry out research projects, provision of input to the Principal Investigator regarding new procedures to improve laboratory operation.</p>	<p>Education: Bachelor's degree or equivalent experience required; Master's degree or equivalent experience preferred.</p> <p>Certification/Licensure: Dependent upon specific position.</p> <p>Experience: A minimum of five years laboratory-based experience, with at least 5 years of supervision experience required.</p> <p>Skill Requirements: Excellent personnel management skills. Excellent teaching and training skills. Good problem-solving skills. Ability to multi-task with regard to multiple simultaneous projects. Ability to maintain a laboratory with very little guidance. Ability to operate mechanical components and electronic instrumentation. Writing or operation of computer programs, including word processors, spreadsheets, databases, image analysis, statistical analysis, and scientific graphing.</p>



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<p>Research Technologist (Job Code: 5070)</p>	<p>The Research Technologist is responsible for clinical, technical and research operations of assigned area, including coordination of logistic and administrative support. Provides direction and support in areas of expertise to other areas within Research.</p>	<p>Education: Bachelor’s degree in a biological science or related area or equivalent experience. Advanced degree in a biological science preferred.</p> <p>Experience: A minimum of five years of experience in area of expertise. Experience in supervising technical personnel.</p> <p>Licensure/Certification: Certification and specific skills dependent upon specific position.</p> <p>Skills: Positive written and verbal communication skills. Familiarity with equipment maintenance and regulatory requirements. Ability to understand and establish fiscal priorities. Ability to work with a variety of people and to work independently under sometimes-tight deadlines, juggling multiple priorities. Ability to work with minimal supervision and guidance. Familiar with obtaining scientific resources for research area.</p>
<p>Research Technologist/Bioengineering (Job Code: 5948)</p>	<p>The Research Technologist/Bioengineering is responsible for testing, research and development operations in the field of Bioengineering, including coordination of logistic and administrative support. Generates reports and executes strategies for grant submission, regulatory filings, manufacturing and testing.</p>	<p>Education: Graduate science degree in the fields of mechanical or biomedical engineering and related area or equivalent experience. Advanced degree in a biological science preferred.</p> <p>Experience: A minimum of five years of experience in area of expertise. Experience in supervising technical personnel. Desirable experience and technical knowledge include computer aided design, computational modeling and simulation, system control, testing, and regulatory compliance filing pertaining to the field of bioengineering.</p> <p>Licensure/Certification: Certification and specific skills dependent upon specific position.</p> <p>Skills: Positive written and verbal communication skills Familiarity with equipment maintenance and regulatory requirements. Ability to understand and establish fiscal priorities. Ability to work with a variety of people, work independently under tight deadlines, multitask, and resolve conflict. Ability to work with minimal supervision and guidance. Familiar with obtaining scientific resources for research area.</p>



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<p>Senior Research Technologist (Job Code: 5947)</p>	<p>The Senior Research Technologist is responsible for designing experiments, analyzing and interpreting data and publishing results. In addition, this individual contributes significantly to the preparation of manuscripts, grant applications and preparing the IACUC protocols and IRB submissions. Also collaborates with Principal Investigators and research teams to develop research ideas and strategize and assess effectiveness of pilot studies. Works with a high degree of independence, is highly innovative and demonstrates creativity, and supervises personnel in the laboratory setting. Provides direction and support in areas of expertise to other areas within Research.</p>	<p>Education: Bachelor's degree in a biological science or related area or equivalent experience. Advanced degree in a biological science or related field preferred.</p> <p>Experience: A minimum of 10 years of experience in research in area of expertise working independently or evidence of highly significant scientific or technological contributions to a research program. Experience in supervising and training technical personnel.</p> <p>Licensure/Certification: Certification and specific skills dependent upon specific position.</p> <p>Skills: Strong written and verbal communication skills. Familiarity with equipment maintenance and regulatory requirements. Ability to understand and establish fiscal priorities. Ability to work with a variety of people, work independently under tight deadlines, multitask, and resolve conflict. Ability to work with minimal supervision and guidance. Familiar with obtaining scientific resources for research area. Knowledge of computers and data analysis. Advanced Technical knowledge in the fields of biological and physical science.</p>
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