Dept/College\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Prepared\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Incumbent’s Name & Title Supervisor’s Name & Title

POSITION DESCRIPTION

**POST DOCTORAL RESEARCH ASSOCIATE**

**General Summary:** Performs basic or applied research of a limited scope, primarily using existing theories and methods. Assists the supervisor in the interpretation and publication of results and grants. Maintains the laboratory and may exercise functional supervision over supporting research staff. Primary responsibility is ensuring that the research is complete. The appointment generally does not extend beyond two years.

**% of** **Typical %**

### Major Responsibilities Total Job of Job Range

1. Assist in initiating, executing, and completing clinical 60% 50 – 70%

research and experiments \_\_\_\_\_\_\_\_\_

1. Prepare and write research papers, presentations, grant 20% 10 – 30%

proposals, etc. \_\_\_\_\_\_\_\_\_

1. Laboratory management \_\_\_\_\_\_\_\_\_ 15% 5 – 25%
2. Train graduate students \_\_\_\_\_\_\_\_\_ 5% 5 – 10%

**Qualifications.** Must have a Ph.D. or equivalent; be able to undertake substantially full-time research or scholarship; work under the supervision of a senior scholar.

Please use the space below to identify specific requirements for this position.

# Grade 10 – Minimum Annual Salary: $50,004.00