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

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

POSITION DESCRIPTION

(Please Check One)

\_\_\_\_\_ PRINCIPAL RESEARCH SCIENTIST

\_\_\_\_\_ PRINCIPAL RESEARCH ENGINEER

**General Summary:** Provides scientific and technical leadership in the management, design, and conduct of the entire research program. Responsibilities include: designing, developing and establishing standards for the research to be conducted; publishing findings; obtaining new grants; developing project budget; interviewing, hiring and managing all professional and technical staff. The appointee assumes full responsibility for the complete program of investigation.

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

### Major Responsibilities Total Job of Job Range

1. Design & implement research initiatives \_\_\_\_\_\_\_\_\_ 40% 25 – 60%

* Develop & oversee project budget \_\_\_\_\_\_\_\_\_ 20% 15 – 50%
* Prepare reports/research papers for publication & dissemination \_\_\_\_\_\_\_\_\_ 15% 10 – 30%
* Obtain new grants \_\_\_\_\_\_\_\_\_ 15% 5 – 15%
* Hire & manage entire research staff \_\_\_\_\_\_\_\_\_ 10% 5 – 15%

**Qualifications.** Must have a Ph.D. or equivalent; progressively more advanced research experience; demonstrated outstanding attainment in a field of research as reflected in the number of important publications, inventions, or equivalent efforts, at least some of which have had recognition within the discipline; demonstrated project management experience, including supervisory, budgetary, and general administrative skills.

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

# Grade 13

<http://www.northeastern.edu/hrm/pdfs/resources/compensation/salary-ranges.pdf>