



## Research Job Function

### Research Assistant II - Lab Salary Grade 53

This is a model job description. The duties listed below are representative and characteristic of the duties required. They are intended to suggest a level of skill and complexity and as such are not a substitute for the specific descriptions for individual positions.

#### Summary

Under nominal direction, performs a variety of basic and general laboratory research and clerical tasks determined by the field and scope of the particular research study. May perform tasks related to the research project independently, within broad guidelines and subject to periodic review by supervisor or other research staff.

#### Typical Duties

1. Performs laboratory experiments utilizing standard techniques and equipment;
2. Collects project data;
3. May perform routine logging and testing of samples;
4. Processes, organizes and summarizes data, reporting experiment results using a variety of scientific, word processing, spreadsheet or statistical software applications or program platforms;
5. Assists in the design of laboratory experiments, techniques, and protocols;
6. May instruct other staff and students in basic laboratory techniques;
7. Performs related laboratory maintenance such as maintaining and cleaning equipment and ordering supplies;
8. May process orders or invoices, or undertake other clerical and simple accounting duties under the direction of administrative personnel.

#### Typical Requirements

*Education:* College background or equivalent work experience, preferably in a related discipline.

*Skills and Experience:* One to two years related work experience (relevant course work may count towards experience). Demonstrated abilities in laboratory techniques required. Exposure to applicable computer technologies, including specific software applications, is required. Appropriate communications skills required.

*Working Conditions:* May be required to lift, move and transport related laboratory equipment. May be required to work with a variety of hazardous materials. May be required to work with and handle animals.

Other [HUCTW generic job descriptions](#) can be found in HARVie's Union Contracts section.