

Technical Job Function

Technical Services Job Family

Level	Function/ Roles	Experience / Education (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
58 E	Technical Specialist III	Bachelor's degree in area of expertise 7+ years of relevant experience	<i>The Duties and Responsibilities at this level are similar to those at the prior level. This level varies based on the other measures listed.</i> <ul style="list-style-type: none"> Manages through subordinates the repair of equipment, provision of services, project schedules and deadlines and quality control 	IMPACT Significant impact on operations, resources, or University's reputation SCOPE Responsible for operation, planning and development of a medium to large sized technical unit	RECEIVED: Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion. GIVEN: Supervises Supervises work and processes, assigns work, typically has primary responsibility for evaluating performance and performance management, effectively recommends hiring and firing decisions. AND/OR Manages Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area or as part of a team to achieve results.

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
- 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
- 3) E = exempt, N = non-exempt but outside HUCTW due to job content, grade and/or a Confidential / Supervisory exclusion