

Research Associate

Job Code 00001240

General Description

Responsible for performing a variety of research duties.

Examples of Duties

Write technical reports of toxicity test results.
Perform quality control for biomonitoring lab.
Perform toxicity tests of wastewater discharges.
Maintain cultures of aquatic organisms for use in toxicity tests.
Correspond with federal and state agencies concerning discharge permits.
Conduct quality control on lab instruments.
Collect endangered and threatened wildlife.
Develop descriptive demographic, enrollment and academic data and reports.
Develop research design, survey instruments, data collection and analysis.
Compile and analyze admissions and housing occupancy data patterns and trends.
Develop and maintain admission prediction equations to increase retention and quality of admitted students.
Prepare narrative reports and presentations.
Graphically present data from statistical studies.
Develop and/or modify reporting templates.
Conduct and analyze data from student satisfaction surveys.
Assess student service programs to measure attainment of strategic plan goals.
Maintain algal cultures and prepare brine shrimp and culture water.
Clean and maintain equipment.
Assist in preparation of lab services pamphlet and homepage.
Prepare standards and dilute stock standards using techniques and labware.
Operate equipment to determine the concentration of analytes in water and soil samples.
Maintain records of analysis.
Calculate detection limit data.
Prepare standard operating procedures.
Generate quality control data.
Conduct bacteriological analysis of water.
Perform inorganic chemical analysis.
Conduct Giardia/Cryptosporidium analysis and microscope particulate analysis.
Maintain inventory and reorder materials as needed.
Assist in biochemical and molecular genetic research.
Dissect and preserve research animals.
Perform other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of: Chemistry, genetics and/or molecular biology; methods, materials and equipment specific to the job; the principles of atomic absorption, of toxicity reporting standards; aquatic biology and chemistry; research procedures; aquatic sampling techniques.

Skill in: Preparing technical reports, letters, bid proposals, operating procedures; directing the work of others; establishing a rapport with others; developing action plans for accomplishing results; operating PC based programs.

Ability to: Use measuring devices, rulers and gauges; perform advanced math; understand, interpret and retain complex technical materials; repair instruments; evaluate data and determine the most appropriate methodologies.

Experience and Education

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements