**Position Description/Job Posting Information**

**Title Code:** 46001

**Official Title: RESEARCH TECHNICIAN 1**

**This is either an entry or full perf**

**Working Title:** XXXX

**Department: XXX**

**FTE:** XXX

**Pay Basis: Annual**

**Appointment Type:** USTE

**Exempt:**[ ] Yes [x]  No

**Represented:** [x] Yes [ ]  No

**Date Finalized: 12/18/2020**

**Position Summary**

positions which perform duties and responsibilities normally identified at the Research Technician 2 level, but which have been structured to provide their incumbents with the training and experience necessary to function at full performance at the higher level. Work is performed according to specific instructions and detailed guidelines, and under close, progressing to limited, supervision.

As a full performance objective level, this encompasses positions which execute specific data collection, compilation, analysis, and/or reporting procedures to assist professional research staff on specific projects or assist in the operation of statistical information reporting systems. Positions require that the majority of time be spent in activities such as:

**Responsibilities**

* List the essential duties required to carry out this job.
* List them in order of importance.
* Use complete sentences.
* Start sentences with verbs.
* Use the present tense.
* Use gender-neutral language.

**Essential Knowledge And Abilities**

* List essential knowledge required to carry out the job
* List them in order of importance.
* Use complete sentences.
* Start sentences with verbs.
* Use the present tense.
* Use gender-neutral language.

**Qualifications**

**Education, Experience, Training And/or Certifications**

Required

* Education level.
* Experience.
* Specific skills.
* Personal characteristics.
* Certifications.
* Licenses.
* Physical abilities.