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| MANUAL<br>Student Employment<br>Career Services | SECTION<br>Student Job Description | PAGE<br>1 / 1<br>REVISED<br>5/21 |
| SUBJECT<br><b>Research/Scientific Assistant</b> | RANK<br>x283                       | GROUP<br>III                     |

DEFINITION:

Under the general supervision of a staff or faculty employee, a student usually performs all or part of the following duties:

- (a) Gathers materials, data, and other information, to then convert into reports, graphs, and charts.
- (b) Designs, distributes, collects, and analyzes questionnaires.
- (c) Administers experiments and/or surveys.
- (d) Conducts interviews to assemble data.
- (e) Supervises Research/Scientific Aide IIs.

BASIC QUALIFICATIONS:

One (1) academic year (two semesters) as Research/Scientific Aide II, basic or intermediate courses in statistical methods, or one (1) year comparable experience outside UIC.

QUALIFICATIONS FOR STARTING AT STEP B:

Two (2) academic years as a Research/Scientific Aide II, basic or intermediate courses in statistical methods, or at least two (2) years' comparable work experience outside UIC; Advanced courses can be used to waive a minimal amount of time required as a Research/Scientific Aide II.