

## Sam Houston State University Human Resources

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### Staff Classification Description – Postdoctoral Research Intern (Staff)

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**Skill Category:** Tech/Para-Professional  
**Position (Employee) Class:** 4N529 (N1)  
**Grade:** 12  
**Date:** 08/2016

**Department:** As assigned by grant or project

**Education & Experience Requirements:** Ph.D. in related field. No postdoctoral experience required. Experience working on programs/projects related to academic discipline while obtaining Ph.D. would be helpful. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

**Nature & Purpose of Position:** Performs specific duties pertaining to research activities, special projects, and/ educational programs.

**Supervision Given & Received:** Works under general direction and may supervise graduate students and field technicians/staff associates.

**Primary Responsibilities:** Performs basic or applied research in an area of considerable scope and complexity. Prepares research results for publication reports, papers, journals, and books. Performs data and statistical analyses. Prepares seminars, talks, or lectures for dissemination of knowledge, particularly the results of research undertaken. Supervises research staff and graduate students to carry out goals and objectives. Works in collaboration or independently with grant proposals. Performs other related duties as assigned.

**Other Specifications:** Should be qualified to perform independent research activities and to supervise other research personnel. The nature of duties are such that they require knowledge of an advanced type in a field of science or learning, are predominantly intellectual and varied in character, and require consistent exercise of discretion and judgment. May require contacts with faculty, staff, other university departments, state and federal agencies, other researchers, and outside vendors.

**This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.**

**Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.**

**Sam Houston State University is Committed to Equal Opportunity in Employment and Education.**