Title: Sr. Instrumentation Specialist

Pay Scale Group: 16

Essential Function

Under general supervision from a designated administrator, plan and execute the design and maintenance of new and existing scientific instrumentation for use in lab research and/or instruction and to supervise other Instrumentation Specialists.

Characteristic Duties

- Plan and execute the design and maintenance of new and existing scientific instrumentation for use in lab research and/or instruction.

- Develop the design for new or modified electronic/mechanical/optional instrumentation.

- Direct the purchase of necessary components to implement design.

- Coordinate fabrication of scientific instrumentation.

- Participate in or oversee the installation and maintenance of new, modified, and/or existing scientific instrumentation.

- Assist in directing faculty and students in those parts of their research projects involving fabrication of scientific instrumentation.

- Maintain inventory of electronic equipment and requisition replacement parts if necessary.

- Provide direct supervision to exempt and non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

- Perform related duties based on departmental need.

Minimum Qualifications

- Bachelor’s degree with three (3) years experience; -OR- Associate’s degree with five (5) years experience; -OR- seven (7) years experience. Experience must be in the design and/or service of instrumentation. Experience must also include at least one (1) year supervision.

Last updated: November 2006