

# **University of Houston**

## **Research Pay Plan**

**Effective March 2009**

**University of Houston**  
**Research Pay Plan**  
**Pay Ranges**

<b>Job Code</b>	<b>Job Title</b>	<b>FLSA</b>	<b>Retire Plan</b>	<b>Salary Plan</b>	<b>Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
T7L6	Technical Assistant	N	TRS	RSN	201	9.13	13.46	17.80
T7L4	Senior Technical Assistant	N	TRS	RSN	202	10.50	15.48	20.47
T6J8	Research Tech 1	N	TRS	RSN	202	10.50	15.48	20.47
T6J6	Research Tech 2	N	TRS	RSN	203	12.07	17.80	23.54
T6J4	Lead Research Tech	N	TRS	RSN	204	13.88	20.47	27.07
T6J2	Research Tech Supervisor	E	TRS	RSE	206	3,128.67	4,693.87	6,257.33
T4F8	Post Doctoral Fellow 1	E	ORP	RSE	203	2,092.13	3,085.33	4,080.27
T4F6	Post Doctoral Fellow 2	E	ORP	RSE	204	2,405.87	3,548.13	4,692.13
T4F4	Research Associate 1	E	ORP	RSE	205	2,721.33	4,080.27	5,440.93
T4F2	Research Associate 2	E	ORP	RSE	206	3,128.67	4,693.87	6,257.33
T2B8	Researcher 1, Soc Science	E	TRS	RSE	202	1,971.66	2,683.20	3,548.13
T2B6	Researcher 2, Soc Science	E	TRS	RSE	203	2,092.13	3,085.33	4,080.27
T2B4	Researcher 3, Soc Science	E	TRS	RSE	204	2,405.87	3,548.13	4,692.13
T2B2	Researcher 4, Soc Science	E	TRS	RSE	205	2,721.33	4,080.27	5,440.93
T2B1	Sr Researcher, Soc Science	E	TRS	RSE	206	3,128.67	4,693.87	6,257.33
T3D8	Researcher 1, Nat Science	E	TRS	RSE	205	2,721.33	4,080.27	5,440.93
T3D7	Researcher 2, Nat Science	E	TRS	RSE	206	3,128.67	4,693.87	6,257.33
T3D6	Researcher 3 Nat Science	E	TRS	RSE	207	3,598.40	5,397.60	7,196.80
T3D4	Researcher 4, Nat Science	E	TRS	RSE	208	4,137.47	6,207.07	8,274.93
T3D2	Sr Researcher, Nat Science	E	TRS	RSE	209	4,758.00	7,137.87	9,517.73
T5H6	Research Lab Supervisor	E	TRS	RSE	205	2,721.33	4,080.27	5,440.93
T5H4	Research Lab Manager	E	TRS	RSE	206	3,128.67	4,693.87	6,257.33
T5H2	Research Lab Manager, Sr	E	TRS	RSE	207	3,598.40	5,397.60	7,196.80

# University of Houston

## Research Pay Plan

### Job Descriptions

#### Technical Assistants

Provides assistance and expertise in various areas of research such as preparation of results for presentation, monitoring test subjects, gathering and entering data, ensuring adherence to procedures, and basic analyses of data.

Ensures experiments are performed according to specifications. May make practical recommendations to changes in procedures as appropriate.

#### **T7L6 Technical Assistant RSN 201**

Requirements: High School Diploma with 0 years of experience

Skill Level: Applies basic skills and develops advanced skills.

Duties: Varied but standardized. May assist with some advanced functions. Solves most routine problems while referring more complex questions to higher levels.

Supervision: Receives direct supervision but is expected to select from a variety of standard procedures to complete tasks.

#### **T7L4 Senior Technical Assistant RSN 202**

Requirements: Bachelor's Degree with 0 years of experience

Skill Level: Applies advanced skills

Duties: Varied and nonstandardized. Performs advanced functions and copes independently with new or complex situations.

Supervision: Receives minimal supervision. May orient, guide and/or train employees.

# University of Houston

## Research Pay Plan

### Job Descriptions

#### Research Technicians

Provides assistance and expertise in various areas of research such as calibration of instrumentation, equipment maintenance and repair, preparation of samples for testing, monitoring of safety equipment and procedures, development and fabrication of prototype equipment, recording of test results, and basic analyses of data.

Ensures experiments are performed according to specifications. May make practical technical recommendations to changes in procedures, equipment, or prototype design.

#### **T6J8 Research Tech 1 RSN 202**

Requirements: High School Diploma with 1 year of experience  
Skill Level: Develops basic skill set.  
Duties: Simple and may be repetitive. May assist in advanced functions as part of training. Refers questions and problems to higher levels.  
Supervision: Immediate supervision is available. Verbal or written instructions are usually detailed.

#### **T6J6 Research Tech 2 RSN 203**

Requirements: Associate's Degree with 1 years experience  
Skill Level: Applies basic skills and develops advanced skills.  
Duties: Varied but standardized. Often assists with, and may perform, some advanced functions. Solves most routine problems while referring more complex questions to higher levels.  
Supervision: Receives direct supervision but is expected to select from a variety of standard procedures to complete tasks.

#### **T6J4 Lead Research Tech RSN 204**

Requirements: Associate's Degree with 3 years experience  
Skill Level: Applies advanced skills adapting techniques, tools, or procedures to meet special needs. Develops leadership and management skills.  
Duties: Varied and technically complex. Resolves most questions referring only the most complex to higher levels. Adapts procedures to meet special needs.  
Supervision: Receives general supervision. May orient and train lower level employees.

#### **T6J2 Research Tech Supervisor RSE 206**

Requirements: Associate's Degree with 5 years experience  
Skill Level: Applies a mastery of skills adapting techniques, tools, or procedures to meet special needs. Understands and uses effective management techniques.  
Duties: Substantial variety and complexity. Adapts procedure to meet special needs.  
Supervision: Receives general supervision. Orients and trains lower level employees.

# University of Houston

## Research Pay Plan

### Job Descriptions

#### **Post Doctoral Fellows/ Research Associates**

Works under the direction of a faculty member. Provides expertise in the design, operation and analysis of experiments or research projects in areas such as chemistry, biology, psychology, sociology, mathematics, statistics, computer science, physics, optometry, all fields of engineering, etc. May prepare samples for testing. Performs advanced testing procedures and performs analyses of data. Prepares reports. Makes use of a variety of specialized equipment typical within area of specialization. May contribute to grant proposal development.

Ensures experiments or research efforts are performed according to specifications. May make recommendations to changes in procedures, processes, or experimental design. May prepare and/or edit research papers, proposals and reports.

#### **T4F8 Post Doctoral Fellow 1 RSE 203**

Requirements: Ph.D. Degree with 0 years experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Develops understanding and skills to allow for completion of assignments that cross fields of specialization. Develops leadership and management skills.

Duties: Reviews progress and evaluates results of experiments or projects under control or supervisory responsibility. Recommends changes in research procedure. May be responsible for a single highly technical and complex piece of research equipment.

Supervision: Receives supervision. May plan for and assign personnel to projects under control. May review and evaluate the effectiveness of personnel. Operates with latitude for unreviewed action.

#### **T4F6 Post Doctoral Fellow 2 RSE 204**

Requirements: Ph.D. Degree with 1 year experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Develops understanding and skills to allow for completion of assignments that cross fields of specialization. Develops leaderships and management skills.

Duties: Reviews progress and evaluates results of experiments under control or supervisory responsibility. Recommends changes in testing or experimental procedures. May be responsible for a single highly technical and complex piece of research equipment.

Supervision: Receives general supervision conferring with higher levels only in unusual situations. May plan for and assign personnel to projects under control. May review and evaluate the effectiveness of personnel. Operates with latitude for unreviewed action.

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## Research Pay Plan

### Job Descriptions

#### Post Doctoral Fellow/Research Associates (continued)

#### **T4F4 Research Associate 1            RSE 205**

- Requirements: Ph.D. Degree with 2 years experience
- Skill Level: Possesses, understands, and applies a comprehensive knowledge that crosses fields of specialization. Understands and uses effective management techniques.
- Duties: Designs, operates and analyzes large experiments or research projects. May serve as liaison with other areas of specialization to obtain support or technical expertise for projects. Recommends major changes in procedures or processes for research investigations. May personally conduct important and/or technically complex investigations.
- Supervision: Operates with considerable latitude for unreviewed action. Provides direction and supervision of graduate or undergraduate research assistants involved in experiments or research.

#### **T4F2 Research Associate 2            RSE 206**

- Requirements: Ph.D. Degree with 3 years experience
- Skill Level: Possesses, understands, and applies an advanced knowledge crossing fields of specialization to develop unique and new approaches or ideas. Understands and uses effective management techniques.
- Duties: Designs, operates and analyzes multiple large and/or complex experiments or research projects. Reviews progress of projects. May serve as liaison with other areas of specialization to obtain support or technical expertise for projects. Defines procedures or processes to be used in the research investigations. May personally conduct important and/or technically complex investigations.
- Supervision: Operates with wide latitude for unreviewed action subject only to institutional policies and guidelines and ethical considerations. Provides direction and supervision of graduate and undergraduate research assistants involved in experiments or research.

# University of Houston

## Research Pay Plan

### Job Descriptions

#### **Social/Behavioral Science Researchers**

Provides expertise in support of research projects in social science, behavioral science, or humanities, including psychology, sociology, education, etc. Performs advanced testing procedures, data collection, and analysis. Prepares reports. May work with human subjects and contribute to grant proposal development.

Ensures experiments are performed according to specifications. May make recommendations to changes in procedure, processes, or experimental design. May prepare and/or edit research papers, proposals and reports.

#### **T2B8 Researcher 1 Soc/Behv Science RSE 202**

Requirements: Bachelor's Degree with 1 year experience

Skill Level: Understands and applies fundamental theoretical concepts. Develops understanding of advanced theoretical concepts.

Duties: Work is varied and somewhat difficult. Originality and ingenuity is required.

Supervision: Receives direct supervision referring complex situation to higher levels.

#### **T2B6 Researcher 2 Soc/Behv Science RSE 203**

Requirement: Bachelor's Degree with 3 years experience

Skill Level: Understands and applies broad theoretical concepts. Develops understanding of relationships among differing fields of specialization. Develops leadership and management skills.

Duties: Assignments are difficult and broad requiring originality and ingenuity. May be assisted by lower level personnel.

Supervision: Receives minimal supervision conferring with higher levels only in usual situations.

#### **T2B4 Researcher 3 Soc/Behv Science RSE 204**

Requirements: Master's Degree with 3 years experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Develops understanding and skills to allow for completion of assignments that cross fields of specialization. Develops leadership and management skills.

Duties: Reviews progress and evaluates results of experiments under control or supervisory responsibility. Recommends changes in testing or experimental procedures. May be responsible for a single research project or a segment of a large research project.

Supervision: Receives general supervision conferring with higher levels only in unusual situations. May plan for and assign personnel to projects under control. May review and evaluate the effectiveness of personnel. Operates with latitude for unreviewed action.

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**Research Pay Plan**  
**Job Descriptions**

**Social/Behavioral Science Researchers (continued)**

**T2B2 Researcher 4 Soc/Behv Science RSE 205**

- Requirements: Master's Degree with 5 years experience
- Skill Level: Possesses, understands, and applies a comprehensive knowledge that crosses fields of specialization. Understands and uses effective management techniques.
- Duties: Plans assignments and sequence of events for large and complex projects. Reviews progress of projects. May liaison with other areas of specialization to obtain support or technical expertise for projects. Recommends major changes in procedures or processes to experimental process. May personally conduct important and/or technically complex investigations.
- Supervision: Operates with considerable latitude for unreviewed action. Reviews and evaluates the effectiveness of personnel.

**T2B1 Sr Researcher Soc/Behv Science RSE 206**

- Requirements: Master's Degree with 7 years experience
- Skill Level: Possesses, understands, and applies an advanced knowledge crossing fields of specialization to develop unique and new approaches or ideas. Understands and uses effective management techniques.
- Duties: Plans assignments and sequence of events for multiple large and complex projects. Reviews progress of projects. May liaison with other areas of specialization to obtain support or technical expertise for projects. Defines procedures or processes to be used in the experimental processes. May personally conduct important and/or technically complex investigations.
- Supervision: Operates with wide latitude for unreviewed action subject only to institutional policies and guidelines and ethical considerations. Reviews and evaluates the effectiveness of personnel.

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## Research Pay Plan

### Job Descriptions

#### Natural/Physical Science Researchers

Provides expertise in support of research projects in engineering, biology, mathematics, statistics, computer science, physics, etc. Prepares and edits research papers, proposal, and reports. Performs advanced testing procedures and analyses of data. May prepare samples for testing. Performs advanced testing procedure and performs analyses of data. Makes uses of a variety of specialized equipment typical within area of specialization. May contribute to grant proposal development.

Ensures experiments are performed according to specifications. May make recommendations to changes in procedure, processes, or experimental design.

#### **T3D8 Researcher 1 Nat Phys Science RSE 205**

Requirements: Bachelor's Degree with 1 year experience

Skill Level: Understands and applies fundamental theoretical concepts. Develops understanding of advanced theoretical concepts.

Duties: Work is varied and somewhat difficult. Originality and ingenuity is required.

Supervision: Receives direct supervision referring complex situation to higher levels.

#### **T3D7 Researcher 2 Nat Phys Science RSE 206**

Requirement: Bachelor's Degree with 3 years experience

Skill Level: Understands and applies broad theoretical concepts. Develops understanding of specialized scientific or engineering field. Develops leadership and management skills.

Duties: Assignments are difficult and broad requiring originality and ingenuity. May be assisted by lower level personnel.

Supervision: Receives minimal supervision conferring with higher levels only in usual situations.

#### **T3D6 Researcher 3 Nat Phys Science RSE 207**

Requirements: Master's Degree with 3 years experience

Skill Level: Possesses, understands, and applies an advanced knowledge of a professional engineering field or multiple fields of specialization to develop unique and new approaches or ideas. Develops understanding and research skills to allow for completion of projects utilizing common research tools and equipment. Develops leadership and management skills.

Duties: Reviews progress and evaluates results of experiments under control or supervisory responsibility. Recommends changes in testing or experimental procedures. May be responsible for a single highly technical and complex piece of research equipment or project.

Supervision: Receives general supervision conferring with higher levels only in unusual situations. May plan for and assign personnel to projects under control. May review and evaluate the effectiveness of personnel. Operates with latitude for unreviewed action.

# University of Houston

## Research Pay Plan

### Job Descriptions

#### Natural/Physical Science Researchers (continued)

##### **T3D4 Researcher 4 Nat Phys Science RSE 208**

Requirements: Master's Degree with 5 years experience

Skill Level: Possesses, understands, and applies an advanced knowledge of a professional engineering field or multiple fields of specialization to develop unique and new approaches or ideas. Understands and uses research tools and equipment, and utilizes effective management techniques.

Duties: Plans and conducts research in one or more large and complex areas of specialization. Reviews progress of projects. May liaison with other areas of specialization to obtain support or technical expertise for projects. Defines procedures or processes to be used in the experimental processes. May personally conduct important and/or technically complex investigations

Supervision: Operates with considerable latitude for unreviewed action. Reviews and evaluates the effectiveness of personnel.

##### **T3D2 Senior Researcher Nat Phys Science RSE 209**

Requirements: Master's Degree with 7 years experience

Skill Level: Possesses, understands, and applies an advanced knowledge of a professional engineering field or multiple fields of specialization to develop unique and new approaches or ideas. Understands and uses research tools and equipment, and utilizes effective management techniques.

Duties: Plans and conducts research in one or more large and complex areas of specialization. Reviews progress of projects. May liaison with other areas of specialization to obtain support or technical expertise for projects. Defines procedures or processes to be used in the experimental processes. May personally conduct important and/or technically complex investigations.

Supervision: Operates with wide latitude for unreviewed action subject only to institutional policies and guidelines and ethical considerations. Reviews and evaluates the effectiveness of personnel.

# University of Houston

## Research Pay Plan

### Job Descriptions

#### Research Lab Management

Supervises and coordinates the activities of personnel engaged in research and experimental testing. Maintains lab operations. May investigate complaints regarding lab services, equipment, and/or capabilities.

#### **T5H8 Research Lab Supervisor RSE 205**

Requirements: Bachelor's Degree with 1 year experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Provides technical guidance when necessary.

Duties: Assigns, checks, and monitors assignments. Maintains operations and functioning of lab. May be responsible for maintaining inventory of equipment, chemicals, and other materials. May perform personnel evaluations, recommends hiring and terminations, and other management functions

Supervision: Receives general supervision referring difficult situations or requests to higher levels. Generally supervises other personnel without undergraduate degrees.

#### **T5H4 Research Lab Manager RSE 206**

Requirements: Bachelor's Degree with 5 years experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Understands and uses effective management techniques.

Duties: Manages the operation of two or more research laboratories. Assigns, checks, and monitors assignments of lab personnel. Maintains an adequate inventory of equipment, chemicals, and other materials. Estimates personnel needs to obtain lab and research objectives. Conducts personnel evaluations, recommends hiring and terminations, and performs other management functions

Supervision: Operates with considerable latitude for unreviewed action. Reviews and evaluates the effectiveness of personnel.

#### **T5H2 Research Lab Manager, Senior RSE 207**

Requirements: Bachelor's Degree with 7 years experience

Skill Level: Possesses, understands, and applies a comprehensive knowledge in area of specialization. Understands and uses effective management techniques.

Duties: Manages the budgets and operations of two or more research laboratories. Assigns, checks, and monitors assignments of lab personnel. Oversees and participates in the creation of annual budgets. Identifies funding sources and applies for grants, as appropriate. Estimates personnel needs to obtain lab and research objectives. Conducts personnel evaluations, recommends hiring and terminations, and performs other management functions.

Supervision: Operates with considerable latitude for unreviewed action. Reviews and evaluates the effectiveness of personnel.