

RESEARCH PROJECT ENGINEER III *
Or
RESEARCH PROJECT MANAGER II

Function of Job:

Under the direction of Research Project Engineer IV or other designated supervisor, provide expertise, technical and management support, and supervision for assigned research/engineering projects; or assume responsibility for the planning, scheduling and tracking of space instrumentation engineering/research and development projects of minor or moderate scope.

Characteristic Duties and Responsibilities:

1. Responsible for, and provide management and supervision of assigned research projects.
2. Provide consultation and advice to supervisor on contemporary and future research projects.
3. Design or supervise design of experiments and related support equipment.
4. Supervise, plan, and schedule work of engineers, technicians, graduate and undergraduate students on experiments related to assigned project or projects; instruct personnel in lab procedures and use of equipment.
5. Prepare project plans, cost estimates and budgets.
6. Track, analyze and report project progress and status.
7. Recommend and implement strategies for resolving discrepancies.
8. Manage project logistics including coordination with the project sponsor and/or cooperating teams from other institutions.
9. Assure that an adequate inventory of laboratory parts, materials, and equipment is maintained, and order as necessary.
10. Plan and supervise maintenance and repair of laboratory equipment, including trouble-shooting and diagnosis of problems.
11. Experiment with new products and techniques in order to improve existing experiments or develop new experiments.
12. Organize and plan field trips, including setting up schedules and arranging for transportation of equipment; supervise testing and installation of experiments at field sites, or in laboratory.
13. Conduct seminars for graduate students on subjects within field of expertise.
14. Perform a variety of computer programming tasks. .
15. Perform other related duties as directed.

Minimum Acceptable Qualifications:

1. Bachelor's degree in appropriate field of Engineering or Physics or a closely related field scientific or technical field and five years' related experience.
2. Expertise in the design of complex components, equipment, and analysis of experimental data.

3. Strong planning skills for managing and implementing complex tasks or project management course work, training and/or experience.
4. Knowledge of computer programming and software as required by department.
5. Strong interpersonal and written communication skills.

Additional Desirable Qualifications:

1. Master's degree in Engineering or Physics.
2. Experience in the design and construction of equipment and/or systems related to assigned project.
3. Ability to program computers using an advanced language (e.g. Cobol, Fortran or Basic) and assembly languages.
4. Experience with government contract reporting requirements and practices.
5. Experience with space instrumentation research and development projects.

5/6/05

System Approval

5/6/05

Effective Date

This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.

*Revised-Original approved 1/16/75, 2/6/79, and 3/24/82 as Research Project Engineer III (Senior Project Engineer) and 8/14/81 and 10/7/98 as Research Project Engineer III.