

RESEARCH PROJECT ENGINEER IV  
OR  
RESEARCH PROJECT MANAGER III

Function of Job:

Under general administrative direction of Project Director or other designated supervisor, plan, conduct, manage, and supervise research, design, and development of engineering/research projects, including projects of major importance and scope.

Characteristic Duties and Responsibilities:

1. Responsible for, and provide management and supervision of, assigned engineering/ research projects of major importance and scope.
2. Responsible for project plans, including tracking schedules and costs, sponsor approvals and status reports for submittal to project sponsor.
3. Analyze and report risks to project and recommend and implement risk mitigation measures.
4. Coordinate and supervise work of engineers, technicians, and others assigned to projects.
5. Estimate manpower requirements and needs, and schedule work to meet completion dates and technical specifications.
6. Evaluate progress and results, and recommend changes in procedures or objectives.
7. Assure that contractual obligations are met.
8. Develop new programs, review current programs, and establish communications channels for collaborative research efforts.
9. Assist in preparation of research proposals and cost estimates as required.
10. Provide technical direction and specialized expertise for on-going research associated with projects; participate directly in research for projects as required.
11. Supervise computer programming and/or other technology efforts associated with projects.
12. Perform related duties as assigned.

Minimum Acceptable Qualifications:

1. Master's degree in appropriate field of Engineering or Physics or a closely related scientific or technical field and six or more years of related engineering or project management experience, or Bachelor's degree and eight or more years of related experience.
2. Advanced expertise in the design of complex components, equipment, and analysis of experimental data.
3. Thorough knowledge of computer programming and engineering design.
4. Strong interpersonal and written communication skills.

Additional Desirable Qualifications:

1. PhD in Engineering.
2. Experience in the design and construction of equipment and/or systems related to research and development projects.
3. Ability to program computers using advanced and assembly languages.
4. Experience managing major research projects.
5. Experience with government contract reporting requirements and practices.

8/19/08  
System Approval

7/24/06  
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 as Research Project Engineer IV or Senior Research Project Engineer on 3/24/82 and revised as Research Project Engineer IV or Senior Research Project Engineer or Senior Research Project Manager on 5/6/05