

Minimum Qualification Specifications
for the Class:

RESEARCH AND DEVELOPMENT COORDINATOR
(RESEARCH AND DEV COORDINATOR)

Basic Education and Experience Requirements

Graduation from an accredited four (4) year college or university with a major or thirty (30) semester credit hours (or equivalent) in physical, biological, agricultural or related sciences or engineering.

Excess work experience as described under the Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree in one of the above cited majors may be substituted for education on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The education or substitutable experience background in physical, biological, agricultural or related sciences or engineering must have included a basic theoretical knowledge of scientific research methodology and statistical methods and techniques.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had progressively responsible experience of the kind and quality described in the statements below and in the amounts shown below, or any equivalent combination of training and experience.

Specialized Experience: Four and one-half (4-1/2) years of progressively responsible professional or administrative work experience which involved the review and assessment of scientific research and technology development as they relate to economic, social or environmental concerns. Examples of qualifying work include, but are not limited to, the following:

- 1) Work concerned with keeping well-informed of current scientific research and technological developments and disseminating such information to private industry and others for potential use in industrial and economic development as a regular responsibility;
- 2) Work as a planner or economist concerned with developing comprehensive plans for economic development of a region or subject matter area involving the use of new scientific techniques for the use of natural resources; e.g., developing plans for aquaculture;
- 3) Work in government service concerned with developing general and detailed plans or examining major governmental roles and concerns relating to natural resource exploitation resulting from or affected by technical developments; e.g., manganese nodule exploitation; and
- 4) Work in a granting institution which involved detailed review of project prospectus to determine whether proposed research projects are consistent with economic development, social development, or environmental protection concerns of the granting institution and consequent explicit recommendation for the funding of projects.

Substitutions Allowed

1. A master's degree or successful completion of thirty (30) graduate semester credits from an accredited college or university with specialization in biological, physical, agricultural or related sciences or engineering, which included course work in statistics, may be substituted for one (1) year of the Specialized Experience required.
2. Successful completion of all academic requirements for a Ph.D. degree (or equivalent doctoral degree) from an accredited college or university with specialization in one of the fields described in (1) above may be substituted for two (2) years of Specialized Experience.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the class RESEARCH AND DEVELOPMENT COORDINATOR (RESEARCH AND DEV COORDINATOR), which were approved on February 4, 1997.

Date Approved: 12/9/15

James K. Nishimoto
for JAMES K. NISHIMOTO, Director
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