**OHIO CLASSIFICATION SPECIFICATION**
*Developed for Equal Opportunity*

NEW AUG 0 [illegible] 1987

| CLASS TITLE: | CODE: |
|---|---|
| Researcher 1 | 66921C |
| **MAJOR AGENCIES:** County Offices, Universities | **JURISDICTION:** County, Univ. |

**FUNCTION:**

Under general supervision from administrative supervisor, collects, organizes & analyzes data & prepares reports to be used in planning transportation projects (e.g., bridge construction &/or repair; development of transit systems), in making environmental assessments & justification of natural resource projects, in monitoring sales performance, in planning or improving federally funded manpower services, in policy development, or to keep abreast of legal or technical issues affecting agency operations; may conduct field tests or simulated incidences using specialized test equipment;

-PERFORMS RELATED DUTIES AS REQUIRE

| RANK | % OF TIME | JOB DUTIES | MAJOR WORKER CHARACTERISTICS |
|---|---|---|---|
| 1 | 74-94 | Collects, organizes & analyzes data to be used in planning transportation projects (e.g., bridge construction &/or repair; development of transit systems), in making environmental assessments & justification of natural resource projects, in monitoring sales performance, in planning or improving federally funded manpower services (e.g., Job Training Partnership Act), in policy & program development, or to keep abreast of legal or technical issues affecting agency operations. | Knowledge of (1) operational mathematical, analytical &/or statistical research techniques used in problem solving or decision making; ability to (2) define problems, collect data, establish facts & draw valid conclusions, (3) calculate fractions, decimals & percentages &/or use statistical analysis, (4) gather, collate & classify information about data, people or things, (5) work alone or cooperate with co-workers on group projects. |
| 2 | 6-16 | Prepares records & reports related to research projects or test results; reads, interprets & reduces field data charts from micro-computers; prepares correspondence; monitors time schedules; performs clerical tasks (e.g., types, proofs & copies reports; maintains files). | Knowledge of 1; ability to 2, 3, 4, 5, (6) prepare meaningful, accurate & concise records & reports &/or correspondence. |
| 3 | 2-8 | Assists in planning & development of research goals & projects; calibrates & performs routine maintenance of test equipment; provides information & technical assistance to departmental staff & other agencies or interested parties upon request; attends meetings as assigned related to research projects. | Knowledge of 1; ability to 2, 4, 5. |

(966)

1231-7-17

*Developed after employment

**UNUSUAL WORKING CONDITIONS:**
May require travel.

**MINIMUM CLASS REQUIREMENTS:** *(including license, if any.)*
3 courses in operational, mathematical, analytical &/or statistical techniques used in problem solving or decision making (or 3 mos. exp.); or equivalent.

**TRAINING & DEVELOPMENT:**

FORM ADM-4134

| CLASS TITLE | CODE: |
|---|---|
| Researcher 1 | 66921C |