

**WASHINGTON UNIVERSITY SCHOOL OF MEDICINE
JOB DESCRIPTION**

DATE: June 2004

JOB TITLE: POSTDOCTORAL RESEARCH ASSOCIATE

JOB CODE: ZR052

GRADE: N/A

FLSA: Exempt

POSITION REPORTS TO: Principal Investigator

DEPARTMENT: Any

POSITION SUMMARY: The appointment is viewed as a training or transitional period preparatory to an academic, industrial, governmental, or other full-time research or teaching career. Used when the appointee performs specific services on a grant or contract in exchange for compensation.

PRINCIPAL DUTIES & RESPONSIBILITIES:

Essential Functions:

1. Assists with grant preparation and reporting.
2. Prepares and submits papers on research.
3. Assists in the design of research experiments.
4. Evaluates research findings and assists in the reporting of the results.
5. Conscientious discharge of his/her research responsibilities.
6. Maintain conformity with ethical standards in research.
7. Maintain compliance with good laboratory practice including the maintenance of adequate research records
8. Engage in open and timely discussion with his/her mentor regarding possession or distribution of material, reagents, or records belonging to their laboratory and any proposed disclosure of findings or techniques privately or in publications.
9. Collegial conduct towards co-trainees, staff members and members of the research group.
10. Adherence to all applicable University policies, procedures and regulations. All data, research records and materials and other intellectual property generated in University laboratories remain the property of the University.

JOB LOCATION/WORKING CONDITIONS: Works in a laboratory environment with potential exposure to blood and chemical hazards.

CRITICAL SKILLS/EXPERTISE: Demonstrated ability to implement laboratory procedures, conduct research and records findings.

MINIMUM EDUCATION & EXPERIENCE: The appointee has earned a Ph.D., M.D. or equivalent terminal or doctoral degree.

SUPERVISION: The appointee trains under the supervision of a Principal Investigator, faculty member or a department in research.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not to be construed as an exhaustive list of all job duties performed by the personnel so classified.