

**Jefferson Science Associates
Construction Facilities Support - Classification Matrix**

	C/F I	C/F II	C/F III
Responsibilities	<ul style="list-style-type: none"> • Narrow, within workgroup or section. • Performs standard work assignments, reviewed for quality, quantity and accuracy. • Works under direct supervision individually or as team member. 	<ul style="list-style-type: none"> • Moderate, some contact beyond section, usually within Department. • Performs some advanced work assignments, reviewed upon completion. • Works under general supervision individually or as team member. • May assist in orienting or training other employees. 	<ul style="list-style-type: none"> • Moderate to broad, possible contacts outside lab. • Performs advanced work assignments independently, seeks direction only when needed. • Works under minimal supervision as individual or team member. • May serve as "Lead" worker.
Job Knowledge	<ul style="list-style-type: none"> • Applies basic skill to solve problems of limited scope and complexity. • Limited opportunities to make decisions demonstrating judgment or initiative. 	<ul style="list-style-type: none"> • Applies intermediate skills to solve problems of moderate scope and complexity. • Some latitude to make decisions and demonstrate judgment and initiative. 	<ul style="list-style-type: none"> • Applies advanced skills to solve complex problems of broader scope. • Sound judgment and initiative required to choose work methods and accomplish goals.
Impact of Contributions	<ul style="list-style-type: none"> • Some impact on resources, schedules and/or programs. 	<ul style="list-style-type: none"> • Moderate impact on resources, schedules and/or programs. 	<ul style="list-style-type: none"> • Moderate to high impact on resources, schedules and/or programs.
Communication/Interpersonal Skills	<ul style="list-style-type: none"> • Ability to understand instructions, ask questions and report to supervisor. • Interacts with others in a way that promotes respect and cooperation. 	<ul style="list-style-type: none"> • Ability to understand instructions, ask questions and report to supervisor. • Interacts with others in a way that promotes respect and cooperation. 	<ul style="list-style-type: none"> • Ability to understand instructions, ask questions and report to supervisor. • Able to provide clear instructions for those reporting to his/her lead. • Interacts with others in a way that promotes respect and cooperation.
Minimum Education & Experience	<ul style="list-style-type: none"> • High School diploma or equivalent education/experience. 	<ul style="list-style-type: none"> • High School plus two years of relevant experience. 	<ul style="list-style-type: none"> • High School plus four years of relevant experience.