

**Jefferson Science Associates**

**Skilled Trades - Classification Matrix**

|                            | SKILLED TRADES (ST I)  | SR. SKILLED TRADES (ST II)  |
|----------------------------|--|---|
| SCOPE OF POSITION          | Narrow to moderate, usually within workgroup or section.   | Moderate to broad outside Department but usually within Division, infrequently between Divisions or outside Laboratory. |
| INDEPENDENT ACTION         | performs standard and some work assignments, usually reviewed upon completion.                             | Performs advanced work assignments independently. Seeks direction only when needed.                                     |
| PROBLEM SOLVING            | Applies basic and develops advanced skills to solve problems of limited to moderate scope and complexity . | Applies advanced and mastery skills to solve complex problems of broader scope and complexity.                          |
| JUDGMENT AND INITIATIVE    | Some latitude to make decisions and demonstrate initiative. Duties are well to moderately well prescribed  | Sound good judgment and initiative required to set priorities, choose work methods and accomplish goals.                |
| SUPERVISED BY              | Works under direct to general supervision, individually or as team member.                                 | Works under minimal supervision individually or as team member. May serve as "Lead" worker.                             |
| IMPACT OF ERRORS/OMISSIONS | Limited, can usually be rectified without serious effect on resources, schedules and/or programs.          | Moderate to high, causing serious and considerable impact on resources, schedules and/or programs.                      |
| WORK CONTACTS              | Usually limited to workgroup, some contact Division-wide.  | Regular intra and some inter Divisional contacts. May have some contacts outside Laboratory.                            |
| KNOWLEDGE & EXPERIENCE     | High School diploma and/or qualifying training in area of specialization.                                  | Qualifying education/experience plus five years experience in area of specialization.                                   |
| SKILLS LEVEL               | Requires proficient, developing to advanced skills in area of specialization.                              | Requires advanced to highly advanced skills routinely, and superior skills occasionally, in area of specialization.     |