

Jefferson Science Associates Technician Classification Matrix

Category	Tech I	Tech II	Tech III	Senior Technician (Tech IV)	Principle Technician (Tech V)
Responsibilities	<ul style="list-style-type: none"> • Responsible for completing assigned tasks in a timely manner. • Completes well defined tasks. • Understands requirements and materials to complete assigned tasks. • Regular supervision is required to monitor progress. 	<ul style="list-style-type: none"> • Responsible for the organization and quality of their own work. • Completes tasks of moderate complexity. • Frequently assigned multiple tasks and accomplishes them simultaneously. • Plans their own work for short term and intermediate assignments and can coordinate work with others in the group. • Performs work with minimal supervision. • Able to identify schedule conflicts within the group and provide solutions. 	<ul style="list-style-type: none"> • Responsible for overall quality and schedule of their own work and those under their lead. • Completes highly complex tasks. • Normally responsible for the planning and completion of multiple tasks simultaneously. • Works independently under general supervision. • Able to coordinate work with others outside the group. • Provides input to schedule development. Identifies conflicts and develops solutions. 	<ul style="list-style-type: none"> • Responsible for complex tasks or multiple small projects within program area. • Identifies and corrects a variety of conditions, problems, or questions involving other groups and provides resolution. 	<ul style="list-style-type: none"> • Responsible for large projects or multiple, complex tasks. • Analyzes a variety of unusual conditions, problems, or questions and assures resolution.

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Job Knowledge	<ul style="list-style-type: none"> • Demonstrates basic skills, knowledge and ability in one technology trade or specialty. • May have basic skills, knowledge and ability in other technologies. • Limited judgment required to complete assignments 	<ul style="list-style-type: none"> • Demonstrates intermediate skills, knowledge and ability in one technology trade or specialty. • Knowledge of operations, and techniques used at component level. • Basic skills, knowledge and ability in other technologies. • Demonstrates sound judgment in completing assignments. 	<ul style="list-style-type: none"> • Demonstrates high level skills, knowledge and ability in one technology trade or specialty. • Knowledge of theory, design, and techniques used at component and system levels. • Intermediate skills, knowledge and ability in other technologies. • Significant latitude in prioritizing and choosing work methods. 	<ul style="list-style-type: none"> • Strong technical knowledge of systems and processes. • Understanding to a level that enables complex troubleshooting or problem solving solutions. • Thorough knowledge of subject matter to a level allowing one to effectively mentor or train new or junior staff. 	<ul style="list-style-type: none"> • Deep and extensive technical knowledge of assigned responsibilities. • Expert understanding of interactive systems and processes enabling effective troubleshooting of complex interdependent systems.
Recognition/ Leadership	<ul style="list-style-type: none"> • Technical abilities/ accomplishments recognized within the group. • No leadership requirements. 	<ul style="list-style-type: none"> • Technical abilities/accomplishments recognized within the group/department. • No leadership requirements. 	<ul style="list-style-type: none"> • Technical abilities/accomplishments recognized within the department/division. • Demonstrates skills by coordinating multiple tasks/projects or a team. • Self-lead to complete projects and meet schedules. Occasionally requires decision making to establish or modify guidelines. 	<ul style="list-style-type: none"> • Technical abilities/accomplishments recognized within the division. • Demonstrates leadership skills by coordinating complex tasks or small projects or a team. • May lead others to complete projects and meet schedules. Frequently requires decision making to establish or modify guidelines. 	<ul style="list-style-type: none"> • Technical abilities/accomplishments recognized throughout the Lab. • Demonstrates leadership skills by coordinating large projects, or multiple complex tasks. • May lead others to complete projects and meet schedules. Frequently requires decision making to establish or modify guidelines.

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Communication/ Interpersonal Skills	<ul style="list-style-type: none"> • Demonstrated ability to understand instructions, ask questions and report to supervisor clearly on problems, progress and status • Interacts with others in a way that promotes respect, encourages cooperation and contributes to excellent performance 	<ul style="list-style-type: none"> • Demonstrated ability to understand instructions, ask questions and report clearly on problems, progress and status. • Document work performed. • Able to develop clear instructions and reports to leadership. • Interacts with others in a way that promotes respect, encourages cooperation and contributes to excellent performance 	<ul style="list-style-type: none"> • Demonstrated ability to understand instructions, ask questions and report clearly on problems, progress and status. • Document work performed. • Able to develop clear instructions and reports to leadership. • Interacts with others in a way that promotes respect, encourages cooperation and contributes to excellent performance 	<ul style="list-style-type: none"> • Disseminates information to others and keeps group management informed. • Clearly communicates technical subjects to all levels of lab personnel. 	<ul style="list-style-type: none"> • Disseminates information to group and keeps division management informed. • Is effective at maintaining relationships throughout the lab to coordinate the completion of complex tasks and large projects. • Maintains a high level of professionalism when dealing with problems and differences in ideas.
Impact of Contributions	<ul style="list-style-type: none"> • Provides support necessary to maintain team operability 	<ul style="list-style-type: none"> • Provides support necessary to maintain group level operability 	<ul style="list-style-type: none"> • Provides support necessary to maintain department level operability 	<ul style="list-style-type: none"> • Provides support necessary to maintain division level operability 	<ul style="list-style-type: none"> • Provides support necessary to maintain Lab level operability
Education	<ul style="list-style-type: none"> • HS degree or equivalent combination of education and experience 	<ul style="list-style-type: none"> • HS degree 	<ul style="list-style-type: none"> • HS degree 	<ul style="list-style-type: none"> • HS degree 	<ul style="list-style-type: none"> • HS degree
Experience	<ul style="list-style-type: none"> • 2 years relevant experience or equivalent combination of education and experience 	<ul style="list-style-type: none"> • 5 years relevant experience or equivalent combination of education and experience 	<ul style="list-style-type: none"> • 9 years relevant experience or equivalent combination of education and experience 	<ul style="list-style-type: none"> • 12 years relevant experience or equivalent combination of education 	<ul style="list-style-type: none"> • 17 years relevant experience or equivalent combination of education