**Notice of Vacancy Request for TAMUG Faculty Equivalent Research Positions**

*Revised 07/11/2014*

**The following research titles are considered faculty-equivalent and must be posted for a minimum of five calendar days: *Assistant Research Scientist*, *Associate Research Scientist*, *Research Scientist*, and *Postdoctoral Research Associate*. All fields marked with an asterisk (\*) must be completed.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Hiring Department Information:** | | | | | | | | | | | | | | | | | | | | | | | | |
| **\*Department:** | |  | | | | | | | | | | | | **\*Department Head:** | | | | |  | | | | | |
| **\*Contact Name:** | |  | | | | | | | | | | | | **\*Contact Email:** | | | | |  | | | | | |
| **\*Contact Phone:** | |  | | | | | | | | | | | | **\*Number of Positions (as listed below) to be filled:** | | | | | | | | | |  |
| **\*Application Method:** | | | | **Mail** | | | | | | **Phone** | | **Fax** | | | **Email** | | **Additional instructions as listed below** | | | | | | | |
| **\*Mailing Address:** | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Department/Unit Web Address (URL):** | | | | | | | | |  | | | | | | | | | | | | | | | |
| **Hiring Supervisor, Name & Title:** | | | | | | |  | | | | | | | | | | | | | | | | | |
| **Additional Contact Instructions:** | | | | | | |  | | | | | | | | | | | | | | | | | |
| **Position Information:** | | | | | | | | | | | | | | | | | | | | | | | | |
| **\*Position Title:** | | Choose an item. | | | | | | | | | | | | **\*Primary Work Location:** | | | | | | |  | | | |
| **\*Salary & PAR #:** | |  | | | | | | | | | | | | **\*Pay Basis:** | | | | | | Choose an item. | | | | |
| **\*Job Type:** | | Choose an item. | | | | | | | | | | | | **\*Position Type:** | | | | | | Choose an item. | | | | |
| **\*Shift:** | | Choose an item. | | | | | | | | | | | | **\*Occupation Type:** | | | | | |  | | | | |
| **\*Is this position DOT Regulated:** | | | | | | Choose an item. | | | | | | | | **\*Is this Position restricted by the Patriot Act:** | | | | | | | | | Choose an item. | |
| **\*Driver’s License Type Required:** | | | | | | | | Choose an item. | | | | | | **\*Supervisory Experience Required:** | | | | | | | | Choose an item. | | |
| **\*Major/Essential Job Duties:** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **\*Required Education and Experience:** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Preferred Education and Experience** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Required Licenses or Certifications:** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Required special Knowledge, Abilities, or Skills:** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Special Instructions (for applicants):** | To apply, complete and mail TAMUG  [Official Application](http://www.tamug.edu/hrd/LinksAndForms/TAMUG%20Application%20for%20Employment.pdf) along with resume/CV and three references with their contact information. Please reference PAR # \_\_\_\_\_\_. The entire application form must be completed in order to be considered. Employment is contingent upon successful completion of background check.  Texas A&M University at Galveston is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer. | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| **Required Documents:** | **Cover Letter** | | | | | | | | | | **Official TAMUG Application** | | | | | | | |  | | | | | |
| **Resume/CV** | | | | | | | | | | **List of 3 References w/Contact Information** | | | | | | | |  | | | | | |
| **Additional Information (for VPR)** |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Faculty-Equivalent Research Title Information:** | | | | | | | | | | | | | | | | | | | | | | | | |
| **Research Titles** | | | | | **Title Code** | | | | **Job Posting Required With:** | | | | **ORP Eligible** | | | **Committee Approval Required** | | **Minimum Qualifications** | | | | | | |
| [Postdoctoral Research Associate](http://vpr.tamu.edu/resources/staffing/postdassoc) | | | | | 8630 | | | | VPR or HR | | | | Yes | | | No | | Appropriate doctoral degree | | | | | | |
| [Assistant Research Scientist](http://vpr.tamu.edu/resources/staffing/asstsci) | | | | | 8627 | | | | VPR or HR | | | | Yes | | | Yes | | Appropriate doctoral degree and relevant professional experience | | | | | | |
| [Associate Research Scientist](http://vpr.tamu.edu/resources/staffing/assocsci) | | | | | 8628 | | | | VPR or HR | | | | Yes | | | Yes | | Appropriate doctoral degree and a minimum of 3 years relevant professional experience | | | | | | |
| [Research Scientist](http://vpr.tamu.edu/resources/staffing/sci) | | | | | 8634 | | | | VPR or HR | | | | Yes | | | Yes | | Appropriate doctoral degree and a minimum of 6 years relevant professional experience | | | | | | |

For additional information on specific research titles please click on the title above.

For questions contact Mary Bentz at [bentz@tamug.edu](mailto:bentz@tamug.edu) or 409-741-4061.

When this form is complete email it to Mary Bentz at [bentz@tamug.edu](mailto:bentz@tamug.edu).

**Departments - Please SAVE in WORD, THEN email.**