**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.**

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| **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 or 409-741-4061.

When this form is complete email it to Mary Bentz at bentz@tamug.edu.

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