

## Jefferson Science Associates - Engineer Classification Matrix

Individual Contributor	Staff Engineer I	Staff Engineer II	Staff Engineer III	Senior Staff Engineer	Principal Staff Engineer
<b>Responsibility</b>					
Complexity of Task Assignment	Works closely with more senior staff. Works on projects of minimal complexity.	Works on many phases or sub-tasks of project or entire projects of moderate complexity	Works on multiple highly complex major projects requiring innovative, original solutions	Works on multiple major projects of the highest complexity requiring forefront-of-the-field, innovative solutions.	Works on multiple major projects requiring innovative solutions that advance the technical field
Planning	Helps plan projects or subtasks. Limited planning required outside immediate or assigned task.	Plans projects or subtasks so they may be tracked and presented.	Plans multiple projects simultaneously. Estimates, tracks & completes project on time and within budget.	Long range planning on multiple major projects including tracking and budgeting.	Long range strategic planning that affects the success of the Lab's mission.
Scope/impact	Contributes to milestones.	Results impact project/program completion.	Results are key to successful completion of major projects/programs.	Results have a critical impact on the objectives and goals of the lab.	Results have a prolonged impact on the Lab's mission. Performance affects the Lab's scientific/technical image.
Lead/oversight Responsibilities	May lead technical staff	Leads technical staff and/or junior engineers.	Leads group of engineers and technicians, responsible for budget and manpower estimates.	Responsible for multiple major projects and budgets.	Manages large organization with multiple projects and budgets.

### Technical Depth & Breadth

	Knows and applies basic concepts and techniques of the profession.	Experienced with a number of systems. Subject Matter Expert in at least one area or system. Working knowledge of a number of other areas of specialization. Technical accomplishments are documented within the lab.	Is a SME on multiple systems under specialty and with a detailed understanding of how multiple systems interact. Develops innovative solutions to unique problems. Professional abilities & technical accomplishments are recognized throughout the lab and within the professional community in the area of expertise.	Consistently demonstrates extremely high levels of technical knowledge, ingenuity and creativity. Develops and applies advanced technologies, engineering principles, theories and concepts. Broad knowledge about the design and operation of systems outside of specialty. Widely recognized as a technical expert within the professional community. Accomplishments contribute to state of the art field in the of expertise both within and outside the lab.	Distinguished record of creativity and innovation. Advances engineering principles, theories and concepts. Recognized as an authority in a field of engineering.
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**Staff Engineer I**

**Staff Engineer II**

**Staff Engineer III**

**Senior Staff Engineer**

**Principal Staff Engineer**

**Guidance / Initiative**

Supervision	Works under close supervision.	Works under general supervision.	Works mostly independently with minimal supervision.	Self-supervising within guidance and expectations of divisional management.	Self-supervising within expectations of senior management.
Guidance	Works within well established practices and clearly defined scope of work.	Independently determines approach to assigned tasks.	Provides guidance to group.	Provides guidance to several groups of the organization.	Provides guidance to departments/many groups of the organization.
Review	Work reviewed frequently.	Work reviewed at project milestones &/or on completion.	Work is reviewed infrequently. Outcomes reviewed by organizational management/head.	Acts independently at the organizational level. Outcomes reviewed by organizational head.	Acts independently at the top organizational level. Outcomes reviewed by top Lab management.
Initiative	Initiative demonstrated on moderate problem solving within assigned tasks.	Exercises considerable latitude and technical judgment in deciding work methods.	Exercises substantial initiative/ judgment in work methods and in interpreting goals.	Exercises independent initiative/ judgment in setting & implementing goals.	Exercises comprehensive discretion in judgment and initiative in setting & implementing goals.

**Communication/Interpersonal Skills**

	Able to communicate clearly in writing (e.g. email, memos, explanations, drawings) and explain work to his/her supervisor and others in the group. Can work effectively with peers.	Able to effectively train his/her work group and effectively lead work teams within the work group. Able to give effective presentations to general audiences and write convincing proposals and reports with all necessary backup material for lab consumption.	Able to effectively train people outside his/her work group. Able to give effective presentations to critical/high level customers and effectively represent work group on review panels and cross-organizational teams. Can write convincing proposals and reports with all necessary backup material for external consumption.	Same as SE III.	Same as Senior Staff.
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**Education & Experience**

	BS	BS + 4 years of experience.	BS + 10 years of experience.	BS + 15 years of experience.	BS + 15 years of experience.
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**Manager**

Technical	<i>n/a</i>	<i>(same as III except that scope is smaller)</i>	Knowledgeable in all technical areas of the group's scope, or having a demonstrated ability to achieve that level of proficiency in a short period of time.	<i>(same except that scope is larger)</i>	<i>(same except that scope is larger)</i>
Responsibilities	<i>n/a</i>	Responsible for projects involving multiple people.	Responsible for large and fairly complex projects involving a large team or group.	Responsible for a scope of significant size critical to the Lab's success. Manages activities of a complex nature where there are limited precedents available. Decisions have a large impact on the Lab.	Responsible for a scope vital to the long-term success of the Lab; sets strategy. Manages activities of a complex nature where there may be no precedents available. Decisions impact the current and future direction of the Lab.
Management	<i>n/a</i>	Ability to manage group to achieve goals within budget. Demonstrated fiscal responsibility.	Ability and willingness to balance the needs and desires of a group with those of the Lab, and take ownership of higher level institutional goals. Ability to estimate cost and manpower for assigned projects.	Ability to make optimal trade-offs in own goals and resources (staff and budget) to help the Lab achieve its goals. Proactive and anticipates challenges.	Ability to make optimal trade-offs in Lab goals and resources (staff and budget) to advance the Lab's mission. Proactive and anticipates challenges.
Interpersonal Skills	<i>n/a</i>	Ability to work well with others in a team environment, providing input and feedback in a helpful manner.	Ability to work well with and mentor both high and low performers in a team or group environment, setting expectations, and providing input and feedback in a helpful way that fosters accountability. Ability to deal with personnel problems in a constructive manner.	Ability to mentor staff of various skills and personalities, including both technical staff and other managers.	Ability to motivate large numbers of staff in multiple organizational units to work collaboratively toward common goals.
Communication	<i>n/a</i>	Ability to effectively communicate organizational goals to team. Able to interact well with vendors.	Ability to present options and persuasively advocate for proposals. Ability to work productively with vendors.	Ability to negotiate complex arrangements with other groups, service providers, collaborators and vendors.	Ability to negotiate the most complex arrangements with other Lab groups and outside stakeholders.
Experience	<i>n/a</i>	Ability to serve effectively as a head of a small team	Proven leadership skills. Identifies problems and actively devises appropriate solutions, particularly those dealing with manpower. Identifies problems and actively devises appropriate solutions, particularly those dealing with manpower.	Proven management experience. Independently identifies complex problems and devises optimal and innovative solutions to problems that often cross organizational boundaries.	Extensive management experience. Resolves very complex organizational problems and devises optimal and innovative solutions. Problems cross organizational boundaries may include external stakeholders .