

**Sul Ross State University**  
**Position Description**

**Official Title:** Plant Materials Technician

**Salary Group:** 8

**Job Code:** 5225

**Summary**

Function: Assist researchers with all aspects of day to day activities..

**Duties**

Essential: Support personnel with native seed collection throughout the project region, and assist with data and plot planting of evaluations. Assist with plot planting, maintenance and harvest of seeds increase plantings, as well as condition seeds to final product. Aid personnel with demonstration/research plantings and data collection. Responsible for personal safety and the safety of others; must exercise due caution and practice safe work habits at all times. Other duties as assigned Must be able to perform above duties in inclement weather, including extreme heat and humidity.

**Supervision**

Received: Daily general oral instructions and observation from supervisor.

Given:

**Education**

Required: High school degree or equivalent and two years of college.

Preferred: B.S. in Range and Wildlife Management, Botany, or related field.

**Experience**

Required: Native plant taxonomy experience, research data collection experience, and agriculture equipment operation experience.

Preferred: One year experience with West Texas native plant species. Experimental field plot design experience. Experience in field crop design and experience with re-vegetation management and restoration practices.

**Equipment/Skills**

Required: Experience with MS Office Suite. Self- motivated, ability to initiate projects, makes decisions and efficiently solve minor problems, as well as work outside in varying environmental conditions. Ability to multi-task and work cooperatively with others.

**Working Conditions**

Usual: 40 hours per week. Schedule may vary as needed to satisfy program requirements. Position is Security Sensitive.

Any qualifications to be considered in lieu of stated minimums, require the prior approval of the Human Resources Director.

Date revised: September 2013