

**Qualification/Duty Assignment Check List
(Technician, Agriculture Job Family)**

This form is used to document the qualifications and fitness of an employee for assignment to a specific level in the family of "Technician, Agriculture" jobs within the College of Agriculture and Alabama Agriculture Experiment Station. Employees may be assigned to the highest level at which they meet all check list requirements and may be assigned a salary for the grade in accordance with Salary Administration guidelines and AU policies.

Employee Name

Banner ID number

Level (Advanced)	Title Tech IV, Agriculture (Fisheries)	JC Number GB02D	Grade s30
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Please check all that apply (): _____

- () Capable of serving and/or currently serving as a team leader to assign and check the work of others.
- () Demonstrates advanced skills and the ability to teach others in one or more of the following areas: efficient and safe operations of specialized farm machinery, such as back-hoes, boom operated movers and dozers, plumbing with PVC galvanized pipe, forming and pouring concrete, data collections/record keeping, simple calculations for making chemical applications, fish spawning/nursery/transport and feeding, and conduct water chemistry tests using test kits.
- () Detailed knowledge of established processes, methods, and techniques, as well as practical knowledge of a few specific engineering or scientific principles.
- () Works directly with supervisors/researchers and in given discretionary authority for protocols/project events in routine cases.
- () Capable of serving as supervisor in absence of regularly assigned supervisor.
- () Has completed current OJT program (date) _____.
- () Two (2) or more years experience at the Tech III, Ag level of work. Indicate date advanced level of work began _____. The following education/experience is appropriate to Tech IV, Ag level of work _____

- () Strong or Leading performance on annual performance evaluation.

This employee has completed appropriate OJT, has satisfactory performance, met the requirements for check-off of all items listed above and is recommended for promotion to:

Level	Title	Grade	Effective Date
_____	_____	_____	_____

Submitted by _____ / _____
Supervisor/Superintendent Date

Approved by _____ / _____
Dean/Director Date