

## NORTC JOB SPECIFIC SKILLS COMPETENCY

### BIOLOGICAL AIDE

DOT: 049-364-018 / O\*NET-SOC: 19-4021.00 SVP 6

Job Description: Assist research workers with experiments in biology, bacteriology, plant pathology, mycology, and related agricultural sciences. *Physical Demands* -Mildly Active w/medium lifting, carrying, or moving (up to 50 lbs). ; *General Educational Development* - R3 M3 L3; *Aptitudes* - Average General Learning Ability, Verbal, Spatial, Form Perception, Motor Coordination, and manual dexterity.

### CORE SKILL COMPETENCIES/INDICATORS:

1. Can demonstrate familiarity with basic principles in the fields of biology, agriculture, microbiology, and wildlife or resource management. (IN, S)
2. Can demonstrate ability to correctly describe biological survey and management techniques. (R, IN, S, T)
3. Can demonstrate ability to apply procedural knowledge to set up and operate industry-specific laboratory and field instruments/equipment. (R, S, T)
4. Can demonstrate ability to make equipment adjustments as needed. (R, S, T)
5. Can demonstrate ability to operate computers and computer-interfaced equipment. (R, S, T)
6. Can demonstrate ability to apply procedural knowledge to construct and install industry-specific monitoring devices. (R, S, T)
7. Can demonstrate ability to accurately measure or weigh ingredients used in testing or for other purposes. (IN, S, T)
8. Can demonstrate proper technique used to examine animals and specimens to determine presence of disease or other problems. (IN, I, S, T)
9. Can demonstrate ability to appropriately perform routine laboratory and field tests (*identify*). (R, IN, S, T)
10. Can demonstrate proper technique used to monitor laboratory/field experiments. (R, IN, S, T)
11. Can demonstrate ability to make observations and calculate results of experimentation. (IN, S)
12. Can demonstrate ability to apply procedural knowledge to assist research workers in conducting field surveys. (R, IN, I, S, T)
13. Can demonstrate ability to appropriately and accurately document/record test or survey data, or other information, for evaluation by research personnel. (R, IN, S, T)
14. Can demonstrate ability to appropriately clean and maintain field and laboratory equipment and work areas. (R, T)
15. Can demonstrate ability to perform computer software applications including word processing, spreadsheets, internet applications and manipulating data bases (*identify*). (R, IN, S, T)
16. Can demonstrate ability to retrieve, mark and/or tabulate articles, documents, records, files, etc. (IN, S)
17. Can demonstrate ability to accurately post data from one source to another. (IN)
18. Can demonstrate ability to appropriately sort material, documents, letters, reports, etc. for filing. (IN, S)
19. Can demonstrate ability to perform basic office machine applications such as photocopy machine, fax machine and adding machine (*identify*). (IN, S, T)
20. Can demonstrate working knowledge of occupational safety standards and procedures. (R, IN, S, T)
21. Can demonstrate ability to analyze situations quickly and accurately, and take appropriate action. (R, I, IN, S, T)
22. Can demonstrate good speaking and writing skills, including the ability to communicate effectively about job performance and problems. (IN, I)