

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Biologist 4		<b>Class Code:</b> 001LC4
	<b>FLSA Status:</b> Non-Exempt	<b>Salary Schedule:</b> RDS	<b>Effective Date:</b> 8-30-13
	<b>Summary:</b> Incumbent serves as an entry-level biologist in one or more areas assisting in implementing major programs. Researches and studies plant and animal life, such as origin, relationship, development, anatomy and functions to develop effective management strategies.		

**Duties:**

- Assist in scientific investigations to gather data on population status, resource utilization, or environmental conditions for management and research needs;
- May specialize in particular species or sampling methodologies;
- Surveys and collects samples and data;
- Processes and analyzes samples using standard techniques;
- Conducts laboratory analyses utilizing a variety of technical equipment;
- Assist in the evaluation and interpretation of data from analyses and investigations;
- Classifies environmental conditions according to established standards and biological guidelines;
- Makes recommendations for program objectives and policies dealing with routine problems;
- Writes and edits technical reports on daily operations program implementation and results and goals obtained;
- Assist other biologists on large-scale research and management projects;
- Assist with special programs, projects and investigations;
- Researches, develops and applies new methods of analyses and reviews current information;
- Performs related duties as required.

**Job Requirements:**

- Knowledge of botany, ecology, biology, zoology and phytogeography;
- Basic knowledge of taxonomy in ichthyology, physiology, invertebrate zoology and/or microbiology;
- Practical knowledge of legal guidelines as they apply to performance of duties;
- Ability to interpret technical material in books, manuals and journals; write and/or edit scientific documents;
- Ability to conduct investigations, surveys and collection of data;
- Ability to analyze samples in the office and the field using various types of equipment and procedures;
- Ability to interpret data and apply interpretations;
- Ability to operate and maintain equipment;
- Ability to maintain cooperative work relationships.

**Difficulty of Work:**

Incumbent makes judgments and decisions in the field based upon practical knowledge of laws, technical information and application of powers of observation and evaluation. Supervisor provides interpretation of guidelines in non-routine situations. Work is broad in scope with many facets, variables and considerations involved, each situation requiring a different evaluation and treatment; however, complexity is lessened through moderately close supervision.

**Responsibility:**

Incumbent may receive general instructions prior to the course of work. Incumbent may make some decisions in the field by applying guidelines and policies and by adapting methods, practices and procedures. Deviations from these guidelines are discussed with the supervisor. Work is reviewed upon completion for general technical accuracy, conclusion and soundness of judgment.

**Personal Work Relationships:**

Incumbent gives information to the public, private industry, county health boards, legislators and other agencies which they frequently use to make decisions. Incumbent may work with legislators and county officials in a cooperative effort as a technical specialist

**Physical Effort:**

Incumbent may be required to walk and stand for long periods time and some carrying of equipment and supplies in the field.

**Working Conditions:**

Incumbent may be required to work outdoors in a variety of weather conditions at state owned wildlife areas or on any of the state's waters.