

# Student Research Assistant Job Description

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- Review academic literature and publications to find relevant background information for the research project
- Assist in designing experiments, surveys, studies etc. to generate data and test hypotheses
- Collect data through interviews, observations, experiments, questionnaires, etc.
- Perform qualitative and statistical analysis on data sets using appropriate methods
- Analyze and summarize the findings of research studies, reports, manuscripts and presentations that outline the results and conclusions of the studies
- Supervise and manage participants, in research activities such as studies, trials and focus groups
- Records, process data and handle samples following established protocols
- Organize research materials in databases, archives or storage facilities
- Ensure that the laboratory or research site is clean well organized and properly equipped
- Keep track of purchase orders for laboratory supplies and equipment inventory levels
- Attend lab meetings, seminars and training sessions actively contributing to discussions
- Maintain well documented notes on research tasks and outcomes
- Adhere to safety guidelines and ethical procedures concerning human subjects, animal testing, and lab work
- Provide research projects with general administrative support
- Utilize computer software programs for data analysis and creating visual representations

- Prepare materials for submission to conferences, journals, and publications
- Complete online training, on research integrity and compliance
- Act as a mentor to new student research assistants when needed.