

	LEVEL I	LEVEL II	LEVEL III	MANAGER	DIRECTOR	
ADMINISTRATION	Job Code:	R010047	R010048	R010049	R010050	R010046
	Grade:	W.G320	W.G340	W.G355	W.G380	W.G415
	FLSA Status:	Nonexempt	Exempt	Exempt	Exempt	Exempt
	Education/ Experience:	High school diploma or GED required.	Bachelor's degree in a related field and three (3) years of related experience required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and five (5) years of related experience required. Work experience may NOT substitute for education requirement.	Bachelor's degree in a related field and eight (8) years of related experience required. Work experience may NOT substitute for education requirement.	Master's degree in a related field and ten (10) years of related experience required. Work experience may NOT substitute for education requirement.
Licensure and/or Certification:	None required.	None required.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) preferred.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) strongly preferred.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) strongly preferred.	
COORDINATOR	Job Code:	R010051	R010052	R010053	R010054	
	Grade:	W.G325	W.G345	W.G365	W.G380	
	FLSA Status:	Exempt	Exempt	Exempt	Exempt	
	Education/ Experience:	High school diploma or GED required.	Bachelor's degree in a related field and three (3) years of related experience required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and five (5) years of related experience required. Work experience may NOT substitute for education requirement.	Bachelor's degree in a related field and eight (8) years of related experience required. Work experience may NOT substitute for education requirement.	
Licensure and/or Certification:	None required.	None required.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) preferred.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) strongly preferred.		
NURSE COORDINATOR	Job Code:	N040005	N040006	N040007	N040008	
	Grade:	W.G350	W.G365	W.G375	W.G390	
	FLSA Status:	Exempt	Exempt	Exempt	Exempt	
	Education/ Experience:	Bachelor's degree in a related field required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and three (3) years of related experience required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and five (5) years of related experience required. Work experience may NOT substitute for education requirement.	Bachelor's degree in a related field and eight (8) years of related experience required. Work experience may NOT substitute for education requirement. Currently licensed as a Registered Nurse (RN) by Ala. Board of Nursing required.	
Licensure and/or Certification:	Currently licensed or eligible to be licensed as a Registered Nurse (RN) by Alabama Board of Nursing required.	Currently licensed or eligible to be licensed as a Registered Nurse (RN) by Alabama Board of Nursing required.	Currently licensed as a Registered Nurse (RN) by Alabama Board of Nursing required. Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) certification preferred.	Currently licensed as a Registered Nurse (RN) by the Alabama Board of Nursing required. Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) certification strongly preferred.		
REGULATORY	Job Code:	R010055	R010056	R010057	R010058	
	Grade:	W.G320	W.G340	W.G355	W.G380	
	FLSA Status:	Nonexempt	Exempt	Exempt	Exempt	
	Education/ Experience:	High school diploma or GED required.	Bachelor's degree in a related field and three (3) years of related experience required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and five (5) years of related experience required. Work experience may NOT substitute for education requirement.	Bachelor's degree in a related field and eight (8) years of related experience required. Work experience may NOT substitute for education requirement.	
Licensure and/or Certification:	None required.	None required.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) preferred.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) strongly preferred.		
DATA MANAGEMENT	Job Code:	R010055	R010056	R010057	R010058	
	Grade:	W.G315	W.G335	W.G355	W.G380	
	FLSA Status:	Nonexempt	Exempt	Exempt	Exempt	
	Education/ Experience:	High school diploma or GED required.	Bachelor's degree in a related field and three (3) years of related experience required. Work experience may substitute for education requirement.	Bachelor's degree in a related field and five (5) years of related experience required. Work experience may NOT substitute for education requirement.	Bachelor's degree in a related field and eight (8) years of related experience required. Work experience may NOT substitute for education requirement.	
Licensure and/or Certification:	None required.	None required.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) preferred.	Certified Clinical Research Coordinator (CCRC) or Certified Clinical Research Professional (CCRP) strongly preferred.		