Student(s) should call 949-824-2237 to make an appointment to complete their employment paper. **Note:** They can complete the paperwork in advance, but they **CANNOT** begin working until the ‘Graduate Student Researcher Employment Request’ has been completed, signed, and received in the S.E. Business & Research Services Office.

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**GRADUATE STUDENT RESEARCHER (GSR) EMPLOYMENT REQUEST**  
**SCHOOL OF SOCIAL ECOLOGY**

<table>
<thead>
<tr>
<th>Salary Level</th>
<th>LEVEL II</th>
<th>LEVEL III</th>
<th>LEVEL IV</th>
<th>LEVEL V</th>
<th>LEVEL VI</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifications</strong></td>
<td>Base salary level for entering graduate students. (Entering students with a Master’s or other advanced degree in a relevant discipline may be appointed at Level III.)</td>
<td>Requires a Master’s or other advanced degree in a relevant discipline or completion of the pre-dissertation research requirement.</td>
<td>Requires advancement to candidacy for the Ph.D. or at least 3 yrs experience in a graduate student researcher title at UCI.</td>
<td>Requires advancement to candidacy for the Ph.D. and at least 1 yr at Level IV or at least 4 yrs experience in a graduate student researcher title at UCI.</td>
<td>Meets criteria for appointment at Level V and has additional exceptional credentials; requires exception (see below).</td>
</tr>
<tr>
<td><strong>Monthly salary @ 50% employment</strong></td>
<td>$1499.50</td>
<td>$1663</td>
<td>$1796.50</td>
<td>$1916</td>
<td>$2005</td>
</tr>
<tr>
<td><strong>Monthly salary @ 100% employment</strong></td>
<td>$2999</td>
<td>$3326</td>
<td>$3593</td>
<td>$3832</td>
<td>$4010</td>
</tr>
</tbody>
</table>

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**b**If requested employment is at Level VI, please indicate reason for requested exception: ____________

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**APPROVAL:** Faculty/Principal Investigator: ____________________________________________________________________________

**Reviewed By:** ___________________________  **Approved _____ NOT Approved _____**  

**Director, Graduate Student Services**

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S.E. Business & Research Services comments and approvals:

**Comments:** __________________________________________________________________________

**Account Managers:** __________________________________________________________________________

**Assoc. Dean approval of Level VI employment:** __________________________________________________________________________

**On-line Input:** ______________

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GSR employment request updated 01/2012
JOB DESCRIPTION FORM
Graduate Student Researcher

Work Study Program

Name of Employee __________________________

Working Title __________________________

Name of Department __________________________

________________________

Signature of Supervisor __________________________

JOB OVERVIEW

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

BASIC QUALIFICATIONS

________________________________________________________________________

________________________________________________________________________

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GSR employment request updated 01/2012