San Jose State University Research Foundation

Position: Project Associate

DEPARTMENT: Research will be done under the auspices of the Psychology department at San Jose State University

IMMEDIATE SUPERVISOR: Project Director

POSTING DATE: October 26, 2018

CLOSING DATE: November 1, 2018

SALARY: Range: $69,000 - $87,000 /DOQ/E Negotiable based on experience
Full Time
Excellent Benefits

EXEMPT STATUS: Exempt (Salary)

GENERAL NATURE OF POSITION:

The Department of Psychology at San José State University is involved in collaborative research with civil service scientists from the Human Computer Interaction Group and Aviation Cognitive Engineering Laboratory of the Human Systems Integration Division at the NASA Ames Research Center in Mountain View, CA. The research is centered on the design, development, and testing of next-generation mission ground-systems and aviation controls for NASA.

We seek a Project Associate who will support process analysis, interaction design, usability evaluation for physical and software applications in enterprise web technologies, IoT, 2D and 3D object development and aircraft avionics interfaces.

Our work environment is very open, collaborative and welcoming; we are a diverse and tight-knit team. We believe that fostering a comfortable workplace for everyone is important! Our team values a healthy approach to our work, from providing adjustable desks to maintaining a balanced work-life schedule. You will contribute to our wide diversity of skills and incorporate new ideas into our environment.

ESSENTIAL DUTIES & RESPONSIBILITIES:

a) Collaborate on the day-to-day software development effort and maintenance operations of the production instances of the Mission Assurance Systems and Dig-IT (Data Integration Information Technology). This includes describing desired functionality, assessing bugs, and completing tasks with an eye for keeping large/complex deliverables scalable and on schedule.

b) Support development of 2D and 3D graphic objects for aircraft simulation.

c) Conduct field research including contextual inquiry, interviews, in situ observation, need validation, usability testing, and task analysis, to identify and communicate user, task, and organizational requirements.

d) Run usability tests including creating interactive prototypes, analyzing data, and making updates to designs.
e) Prepare presentations of research findings and demonstrations of technical solutions to NASA management.

f) Translate user research findings into implementable designs; review designs with stakeholders; work with the development and QA team to describe design specification; create design specification documents.

g) Participate in a rigorous and iterative peer design review process in order to generate compelling prototypes grounded in HCI methods.

h) Support the quality assurance of production applications by working with a team of testers as necessary, especially by communicating expected behavior.

i) Other duties and tasks as assigned.

INTERPERSONAL CONTACTS:
Reports to the Project Director. Interacts with NASA Ames civil service and Foundation research staff, including student assistants, on a daily basis.

QUALIFICATIONS:

1) Education and Experience:
   a) Bachelor’s degree in Design, Computer Science with focus in Human Computer Interaction, Human Computer Interaction, Industrial Design, or related discipline is required.
   b) Minimum one year of experience in software design, usability testing, human computer interaction methods, and other relevant skills preferred.
   c) Minimum one year of experience in designing physical environments, such as developing ground prototypes and concepts for space habitation, is preferred.

2) Knowledge, Skills, Abilities required:
   a) Human-computer interface research, design and evaluation skills.
   b) Working knowledge of cognitive psychology and human factors standards.
   c) Ability to lead usability tests and user debriefing.
   d) Ability to organize and analyze data.
   e) Strong verbal and written communication skills.
   f) Ability to integrate a culturally and organizational diverse research and development team.
   g) Ability to work both as a member of a team and independently, as required.
   h) Skilled in using PERL, JavaScript, Matlab, CSS, DOM, HTML.
   i) Excellent software design and evaluation skills.
   j) General knowledge of mission control and crew vehicle procedures.
   k) Ability to organize and analyze data both in reports and in web-based environments.
   l) Ability to speak and write effectively.
   m) Ability to integrate a culturally- and organizationally-diverse research and development team.

3) COMPLEXITY OF DUTIES:
   a) Exercise independent judgment in the management and completion of a diverse set of concurrent tasks, including leading specific research efforts.

4) Physical Requirements
   a) Able to travel domestically to other NASA centers or facilities as field research requires.
   b) Located at the NASA Ames Research Center. The employee must meet security qualifications for entrance to the Center.
   c) Employee will be a US citizen or Permanent Resident.
5) **BENEFITS:**

The comprehensive benefit package includes:

a) Ten Health Insurance Plans to choose from  
b) Free dental and vision for employee and family  
c) Paid Federal & State Holidays  
d) Retirement Plan: 403 (b) employee contribution plan component and a 403 (b) employer contribution component  
e) Vacation and separate sick plans  
f) Employee Discounts  
g) Paid Training and Conferences  
h) Increases based on merit (performance)

SUPERVISORY RESPONSIBILITIES:

None, though may be called upon for advice and direction by others.

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**APPLICATION PROCEDURE**

To apply for this position, an applicant must submit a formal application for employment, as well as a resume and a cover letter. The applicant may do this via e-mail or by regular mail. The formal employment application is located at [http://www.sjsu.edu/researchfoundation/open/Employment%20Application%20Form_new.pdf](http://www.sjsu.edu/researchfoundation/open/Employment%20Application%20Form_new.pdf)

It may also be obtained from the Research Foundation through its web site at [http://www.sjsu.edu/researchfoundation/open/index.html](http://www.sjsu.edu/researchfoundation/open/index.html).

An applicant may also apply in person by visiting the Research Foundation, located at 210 North 4th Street, 4th Floor, San Jose, CA (corner of St. James and North 4th Streets). Please address your formal application, your resume and your letter of interest directly to:

San Jose State University Research Foundation  
Attn: HR/Job Code NASA PAEL  
210 North 4th Street  
San Jose, CA 95112  
E-mail: foundation-jobs@sjsu.edu

The Research Foundation provides excellent benefits package to benefited employees. Please visit [http://www.sjsu.edu/researchfoundation/humanresources/healthbenefits/index.html](http://www.sjsu.edu/researchfoundation/humanresources/healthbenefits/index.html) to get more details.

Research Foundation employment is separate and distinct from San Jose State University or State of California employment. Research Foundation employees are not employees of either SJSU or of the state of California.

The San Jose State University Research Foundation (SJSURF) is a non-profit auxiliary of San Jose State University. SJSURF is totally self supported. The majority of the organization’s funding comes from the federal government, and other public and private entities. With annual revenues totaling over $65 million, programs managed through SJSURF cover a rich diversity of applied research, public services, and educational related activities.

SAN JOSE STATE UNIVERSITY RESEARCH FOUNDATION is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, gender, religion, marital status, registered domestic partner status, age, national origin, ancestry, physical or mental disability, medical condition, sex, genetic information,
sexual orientation, military and veteran status or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

The SJSURF has implemented California State University Executive Order 1083 (http://www.calstate.edu/eo/EO-1083.pdf). By policy, all SJSURF employees are mandated reporters for suspected child abuse or neglect and are expected to undergo formal training in accordance with the directives of the Executive Order.

The SJSURF has also implemented California State University Policy Memorandum HR 2015 – 08 (http://www.calstate.edu/HRAdm/pdf2015/HR2015-08.pdf).

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the SJSURF. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current SJSURF employees who apply for the position.