SERIES CONCEPT

Under the general supervision of a professional psychologist, Psychometrists administer, score and report on a variety of group and individual psychological tests; and perform other related duties as required.

Incumbents typically administer standardized or experimental individual and/or group tests of interest, personality, intelligence, aptitude, achievement, comprehension, recall, perception, motor skill and coordination, and sensory activity; record individuals' responses in the manner prescribed for each test; score tests for which objective and noninterpretative scales are available; prepare reports on individuals' behavior during testing, especially behavior which may affect test results; summarize case records; make appointments for testing individuals or groups; keep records of testing supplies and equipment and order replacement; and maintain files of newly developed testing instruments.

Incumbents may interpret standardized group and individual tests of psychological functioning; may refer to the supervisor records of individuals' responses to tests requiring further professional evaluation; may make recommendations to the supervisor regarding retesting or additional testing; and may assist other professional staff in research.

The Psychometrist series consists of two levels with the distinction between levels based on the scope and/or complexity of psychometric functions, and the degree of supervision exercised.

CLASS CONCEPTS

Senior Psychometrist

Under general supervision incumbents independently administer complex psychometric tests and in addition may train and direct a group of Psychometrists. Incumbents typically interview adults and/or children to assist in the recognition and treatment of problems; consult with doctors, nurses, psychologists and social workers and write reports, summaries and case histories; assist in evaluating or refining testing procedures to meet special needs or to improve the value of tests or a test battery; and in addition may perform the range of duties outlined in the Series Concept. Incumbents may also demonstrate tests and testing techniques to trainees and students in psychology or related fields; and may research literature for information on the use and application of new techniques.

Psychometrist

Under supervision incumbents perform the range of duties outlined in the Series Concept.
MINIMUM QUALIFICATIONS

Senior Psychometrist

Graduation from college with a major in psychology or a closely related field including training in administering and scoring individual and group psychological tests, and two years of experience in psychometric testing; or an equivalent combination of education and experience; and knowledges and abilities essential to the successful performance of the duties assigned to the position.

Psychometrist

Graduation from college with a major in psychology or a closely related field including training in administering and scoring individual and group psychological tests; or an equivalent combination of education and experience; and knowledges and abilities essential to the successful performance of the duties assigned to the position.