

Research Administrator (Subawards)
Auburn University

Direct Link: <https://www.AcademicKeys.com/r?job=227450>

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Posted Dec. 14, 2023, set to expire Oct. 31, 2024

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| Job Title | Research Administrator (Subawards) |
| Department | Sponsored Programs |
| Institution | Auburn University Auburn, Alabama |
| Date Posted | Dec. 14, 2023 |
| Application Deadline | Open until filled |
| Position Start Date | Available immediately |
| Job Categories | Other Administrative Categories |
| Academic Field(s) | Research |
| Job Website | https://www.auemployment.com/postings/42459 |

Apply By Email

Job Description

Exciting opportunity to elevate your career with the [Office of Sponsored Programs at Auburn University](#) as a Research Administrator! This individual is responsible for subaward administration including subagreement creation, negotiation & modification, subrecipient monitoring, subrecipient invoicing, and providing regulatory, policy, and procedural guidance related to such activities. These responsibilities require frequent communication and engagement with stakeholders across campus and with federal, state, industry, nonprofit and other sponsoring entities.

Why Should **YOU** Choose Auburn University?

- **Auburn University was named a “Best in Alabama” employer by Forbes!** Our employee longevity speaks for itself, with employees staying an average of ten years.
- **Competitive state benefits** including retirement plan vesting at 10 years of service, generous leave accrual, and parental leave opportunity.
- **Auburn University tuition assistance for yourself and your dependents.** Employees can take

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15 hours of classes for free, and dependents receive a 50% tuition waiver.

It's a Lifestyle: The Auburn/Opelika area is a page right out of Southern Living magazine with an idyllic small-town feel, perfecting a unique balance between a close-knit community and driving consistent growth and development. Paralleling the exponential growth of Auburn University, the Auburn/Opelika area boasts services and amenities that cater to any interest. We're proud of our top school systems, city services, award-winning restaurants, and the infectious spirit of life in a college town. You can find us nestled halfway between the beach and the mountains in a lower-cost-of-living area, two hours outside of Atlanta or Birmingham. If you're new to Auburn, we'd love to introduce you. If you're already acquainted with Auburn, we'll keep it simple: it's time to come home!

Our Commitment: Auburn University is committed to a diverse and inclusive campus environment. Visit auburn.edu/inclusion to learn more about our commitment to expanding equity and inclusion for all.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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