



**NORTH DAKOTA  
CLASS DESCRIPTION**

ND Human Resource Management Services  
Phone: (701) 328-3290

Class Code(s): 4151

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**PSYCHOMETRIST**

GRADE J

**SCOPE OF WORK:**

Individuals assigned to positions in this class perform duties associated with the administration, scoring, and interpretation of aptitude, achievement, psychological and neuropsychological tests.

**DUTIES PERFORMED:**

- Administer and score individual or group tests used in the psychological and neuropsychological evaluation of intelligence, learning, personality, interests, personal motor skills, etc.
- Score a variety of standardized and special tests.
- Closely observe behavior and reactions of individuals being tested.
- Prepare written report of client participation in testing activities, test results, and related behavioral aspects.
- Encourage client cooperation and motivation to performing successfully on tests.
- Prepare and maintain files of testing materials and related documentation.
- Participate in collecting and maintaining data and special information in research projects.
- Utilize computerized scoring software and prepare reports by use of computer.
- May be involved in interpretation of results of standardized or specially designed tests.
- May instruct and/or monitor others in administering tests involving non-specialized testing procedures.

**NOTE:** The duties listed are not intended to be all inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**MINIMUM QUALIFICATIONS:**

Requires a bachelor's degree in behavioral science.

Eff. Date: 5/92 – Replaced class codes 4155 and 4156  
Rev: 4/97 – Rewritten to proper format

Rev: 7/12 – Conversion to Hay System