This is NOT the official posting. For the official posting see the RCUH Careers Website: http://www.hear.org/announcements/jobresources.htm (Search for Job ID# 27001)

Job Title: GIS Assistant  
Job ID: 27001  
Project Name: DLNR-Aquatic Resources  
Full/Part Time: Full-Time  
Regular/Temporary: Regular  
Closing Date: 01/16/2007

Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the Division of Aquatic Resources (DAR), Department of Land and Natural Resources (DLNR), located in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

Minimum Monthly Salary:  
$2,105.00.

Duties:

- Assist with development, maintenance, and integration of freshwater, estuarine, marine and coastal geographic data layers and mapping programs for use by DAR staff and member divisions of DLNR that play a role in managing coastal resources.
- Apply applications that integrate ecosystem-scale geographic data (mauka-makai, island and island platform views of Hawaii’s coastal zone) and help make it accessible to DLNR and other State agencies to facilitate improved management of human impacts that may affect the functions of streams, estuaries, and inshore reefs.

Minimum Qualifications:

Education:
- Bachelors Degree from an accredited four (4) year college or university with major work in Physical, Natural, or Biological Sciences, Geography, Engineering, Planning, Computer programming, or a related field.

Experience:
- One to three (1-3) years of progressively responsible experience in using ArcInfo GIS software in the design and production of thematic maps.

Abil/Know/Skills:
- Knowledge of concepts and principles of geography, GIS, mapping, cartography and surveying; word processing; GIS software packages; databases; proficiency with personal computers and operating systems.
- Knowledge/understanding of basic mathematics, statistics and algebra.
- Proficiency in the use of ArcGIS Software and MS Access database.
- Ability to develop data summaries and statistical calculations; analyze, correlate, and evaluate map data and records; and use Geographic Information Systems (GIS) programs to enter, process, and create maps, graphics, and reports.

Desirable Qualifications:
- Stream survey experience.
Inquiries:
Katharine A. Hind 587-0090 (Oahu).

Application Requirements:
The preferred method of applying for a job is through our on-line application process. Please go to www.rcuh.com, click on Employment and navigate to Job Announcements/Apply for a Job. However, if you do not have access to the Internet, you may apply by submitting a resume; cover letter including Recruitment ID#, referral source, narrative of your qualifications for position and salary history; names, phone numbers and addresses of three supervisory references and copy of degree(s)/transcripts/certificate(s) to qualify for position by fax (808) 956-5022 or mail to Research Corporation of the University of Hawaii, Human Resources, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822 before the closing date. EEO/AA Employer.