Job Title: Invasive Species Data/GIS Tech  
Job ID: 27022  
Project Name: Pacific Coop Studies Unit  
Full/Part Time: Full-Time  
Regular/Temporary: Regular  
Closing Date: 01/22/2008

Job Summary

Regular, Full-Time, RCUH, Non-Civil Service position with the Pacific Cooperative Studies Unit (PCSU), Maui Invasive Species Committee (MISC), located on Maui. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

Starting Salary Range:  
$2,459.00-$3,815.00.

Duties:
Designs and maintains tabular and spatial data management systems for invasive alien plant and animal control projects. Ensures timely and accurate input of field data into plant and vertebrate databases and Geographic Information System (GIS). Uses GIS to facilitate fieldwork, support mission planning, and evaluate progress. Designs and prepares data summaries for incorporation into reports. Trains staff in use of technical software and/or GPS equipment. Provides computer and network system technical support and maintenance. Occasionally participates in field operations to control invasive plant and animal species and locate and map target species.

Minimum Qualifications:

Education:
➢ Bachelors Degree from an accredited four (4) year college or university.  
➢ Coursework/training in GIS related programs/applications.

Experience:
➢ One to three (1-3) years of experience in database maintenance, technical support and troubleshooting for a resource management agency.

Abil/Know/Skills:
➢ Knowledge of basic methods in plant or animal ecology. Good computer skills.  
➢ Demonstrated ability to communicate clearly both orally and in writing.  
➢ Ability to read maps and aerial photographs.  
➢ Proficient at using Microsoft Office Suite, Access databases, Trimble GPS system and ArcGIS software.  
➢ Must have a valid drivers license.

Physical/Medical Requirements:
➢ Able to work outdoors on extremely rough terrain and under adverse weather conditions.  
➢ Able to lift and carry fifty (50) pounds.

Desirable Qualifications:
Knowledge of Hawaiian biota and threats from incipient alien plant and animal invasions in Hawaii.

Experience working with control of invasive species in Hawaii or elsewhere.
  Experience preparing written reports based on interpretation of spatial data.

Training in statistics.

Graphic design abilities.

Inquiries:
Elizabeth Anderson 573-6471 (Maui).

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 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 Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822 before the closing date. Recruitment open until filled. See RCUH website for closing date. Recruitment commenced on January 23, 2007. Screening and selection process will commence on February 1, 2007. EEO/AA Employer.