Job Description

Job Title: PTA Cultural Resources Suprsvr
Job ID: 28147
Project Name: Pacific Coop Studies Unit
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, RCUH Non-Civil service position with the Pacific Cooperative Studies Unit (PCSU) performing project tasks on land controlled by U. S. Army Garrison, Hawaii at Pohakuloa Training Area (PTA) on the island of Hawaii. Continuation of the job position is dependent upon program/operational needs, satisfactory work performance, and availability of funds. Minimum Monthly Salary: Commensurate with qualifications. Duties: Implements programs developed by the Cultural Resources Manager. Incumbent will familiarize themselves with installation plans, undertakings and cultural studies, and inventories. Incumbent will contribute to the development and management of historic inventory and preservation contracts. Incumbent will be responsible for overseeing various ongoing projects, including implementation, coordination, and final reporting. Incumbent will perform other duties as assigned. Minimum Qualifications: Education: Master's Degree from an accredited college or university in anthropology, archaeology or Cultural Resources Management field (Bachelor's Degree from an accredited four (4) year college or university in Anthropology, Archaeology, Cultural Resource Management, and three (3) years field experience and demonstrated ability to design, implement and complete projects may substitute for a Master's Degree). Experience: One to three (1-3) years of experience in supervising, surveying, monitoring, and/or otherwise managing cultural resources. Demonstrated ability to carry a project to completion. Abil/Know/Skills: Knowledge of archaeological field methods, with a preference for knowledge of cultural resource management, federal historic preservation laws and regulations, and Hawaiian and/or Pacific Islands archaeology and cultural history. Ability to use altimeter, compass, maps and GPS. Computer literate in common word processing, database and spreadsheet programs as well as familiarity with ArcGIS software or similar. Must possess valid driver's license. Job requires U.S. Defense Department Security Services (DSS) Basic Level Security Check. Applicant selected will be subject to a Government security investigation and must meet eligibility requirements for access to Army Information System (computer access). Physical/Medical Requirements: Able to hike up to ten (10) miles per day with backpack weighing forty (40) pounds, and camp in remote and rugged areas for periods of several days. Desirable Qualifications: Experience in surveying, monitoring, and/or otherwise managing cultural resources in Hawaii. Education and experience in the cultural and archaeological setting specific to Army lands on Oahu and/or Hawaii Islands. Knowledge of Department of Defense cultural resources in general and the policy, organizational, and operational contexts within which they are managed. Skill as a catalyst and motivator to elicit cooperation and compliance actions from diverse individuals and groups. Knowledge of local, Federal and State lands use and environmental laws. Demonstrated ability and willingness to make frequent, effective oral and written presentations. Familiarity with integrative techniques used to inventory, assess, and display cultural resource assets, environmental impacts, and their interrelationships. Experience with Geographic Information Systems and Global Positioning Systems. Working knowledge of supplies procurement and inventory within Department of Defense. Experience coordinating a variety of cultural resources program tasks, particularly in a governmental agency setting. Inquiries: Julie
Taomia  969-3340 (Hawaii). 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.  EEO/AA Employer

Please apply before: 03/24/2008