Job Description

Job Title: Weed Risk Assessment Splst
Job ID: 28290
Project Name: Pacific Coop Studies Unit
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Summary

Regular, Full-Time, Limited Term (one (1) year in duration with possibility for extension), RCUH Non-Civil Service position with the Pacific Cooperative Studies Unit (PCSU), Hawaii Invasive Species Council project, located in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance and availability of funds. Minimum Monthly Salary Range: $2,552.00-$4,530.00. Duties: Systematically screens species requested by the Weed Risk Assessment Liaison and cooperating partners using the Weed Risk Assessment protocol developed by the University of Hawaii. Updates the current database for screened species. Occasionally supervises temporary hires and volunteers. Minimum Qualifications: Education: Bachelors Degree from an accredited four (4) year college or university. At least one (1) year of course work in the Natural Sciences (e.g. plant taxonomy or equivalent). Experience: One to three (1-3) years of experience in botanical activities relating to agriculture or natural ecosystems. Abil/Know/Skills: Knowledge of plant life history, electronic and traditional reference acquisition. Ability to understand and carry out oral and written instructions. Ability to use a computer and Excel or Access and reference materials. Desirable Qualifications: Bachelors Degree from an accredited four (4) year college or university in Botany, Environmental Studies or related field. Experience in research or similar detailed oriented work. Experience with PC databases (such as Access or Paradox), and spreadsheets (such as Excel). Inquiries: Chris Buddenhagen 587-4154 (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 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: 06/13/2008