Job Description

Job Title: Eco Monitoring DB Appl Facltr
Job ID: 28325
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 Pacific Cooperative Studies Unit (PCSU), located in the Pacific Island Inventory and Monitoring Network (PACN) at Hawaii Volcanoes National Park (HAVO) on the Island of Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds. Minimum Monthly Salary Range: $2,705.00-$3,622.00. Duties: Locates, reviews, compiles, and prioritizes existing natural resource inventory and monitoring data primarily for Kalaupapa National Historical Park (KALA) and Haleakala National Park (HALE) covering the following subject areas: geology, landscape scale issues, flora/fauna, aquatic biology, water quality, air quality and climate, invasive species, and marine ecology. Conducts research, enters, and summarizes data into Inventory and Monitoring (I & M) databases and performs quality control and database management functions. Assists with the development of relational databases for natural resource projects from legacy datasets at KALA and HALE, completes Geographic Information Systems (GIS) work assignments, creates Federal Geographic Data Committee (FGDC) compliant metadata, and submits datasets and metadata to on-line National Park Service (NPS) websites. Database design work will principally use Microsoft Access. GIS work will use ArcGIS and metadata work will use ArcCatalog and NPS Metadata Editor (an ArcCatalog application). This work will adhere to NPS quality control guidelines, and will be posted to on-line NPS clearinghouses as appropriate. Minimum Qualifications: Education: Bachelors Degree from an accredited four (4) year college or university in Environmental or Natural Science or Information Management field. Course and/or lab work includes use and management of databases. Education: One to three (1-3) years of experience related to information management of natural resource monitoring project(s). Job or academic experience performing literature searches. Ability/Know/Skills: Knowledge and experience in database use and management, including creation of system backups, file archiving, and ability to interpret legacy data for incorporation into current systems. Familiarity with GPS, ArcGIS, and Microsoft Access. Basic familiarity with two or more subject areas: native Hawaiian and/or Pacific flora, fauna, invasive species, marine systems, aquatic systems, or some physical processes (climate, hydrology, geology, soils, etc.). Able to conduct independent library research, familiarity with standard data collection techniques for monitoring natural resources (flora, fauna, or ecological processes). Effective oral and written communication skills appropriate for professional contacts. Must possess a valid drivers license. Desirable Qualifications: Experience with Microsoft Access and knowledge of other relational database software. Strong experience and knowledge of ArcGIS software and with metadata standards and practices. Master’s degree in information management or a natural resources related field. Previous natural resources database experience, preferably with a state or federal organization. Inquiries: Corbett Nash 985-6185 (Hawaii). Application Requirements: The preferred method of applying for this 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 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 confirm your credentials 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: 06/30/2008