Job Description

Job Title: JIMAR/WPACFIN Computer Specialist
Job ID: 29190
Project Name: JIMAR
Full/Part Time: Full-Time
Regular/Temporary: Regular

MINIMUM MONTHLY SALARY: $2,868.00.

DUTIES: Primarily programs fisheries applications to collect data; creates data summaries and reports; performs data entry and data validations; coordinates with data sources to correct data problems; creates new and maintains existing databases; creates and maintains documentations pertaining to software and data processing.

PRIMARY QUALIFICATIONS: 
EDUCATION: Bachelor's Degree from an accredited four (4) year college or university with major course work in Computer Science or Electrical Engineering.
EXPERIENCE: One to three years (1-3) working experience in system design and coding of computer programs with data-oriented (e.g. Visual FoxPro, SQL, dBase) and/or Object oriented (e.g. Visual FoxPro, PHP, Java, Ruby, Perl, and Python) languages. ABIL/KNOW/SKILLS: Strong working knowledge of electronic data processing coding procedures and methods used in data management and computer programming, (e.g. data handling, storage, processing, documenting); knowledge of methods and techniques to perform data processing tasks in a variety of situations, especially using complex relational database models; programming experience in the Windows and/or Visual paradigm, and one or more computer programming languages suitable for data management purposes. Strong working knowledge of the use of personal computers and peripheral equipment; communications and tentative to detail works. Ability to take on new tasks and perform detailed work that meets project requirements. Ability to adapt and learn new software and hardware technologies to improve existing application systems; prepares clear, detailed, and complete system design and data processing documentation. Ability to communicate clearly and effectively both orally and in writing. Ability to work well with others as a team. Ability to work with end users to obtain detailed work requirements. PHYSICAL/MEDICAL REQUIREMENTS: Ability to lift and carry computer supplies and peripheral hardware. Ability to travel onboard commercial airplanes.

SECONDARY QUALIFICATIONS: Working experience of programming in data-oriented and/or Object Oriented programming languages; working knowledge of statistics, software development cycles, relational database management, SQL commands and WINDOWS Operating System. Ability to communicate, work well with others and prepare system design and data processing documentations.

INQUIRIES: Nicole Wakazuru 956-9465 (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. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before: 05/09/2009