

Job Description

Job Title: JIMAR PIFSC WPACFIN-HDAR Fisheries Data Monitoring Assistant
Job ID: 29460
Project Name: JIMAR
Full/Part Time: Full-Time
Regular/Temporary: Regular

[Email to Friend](#)[Select Job](#)[Return to Previous Page](#)

Job Summary

Regular, Full-Time, RCUH Non-Civil Service position with the School of Ocean and Earth Science and Technology (SOEST), Joint Institute for Marine and Atmospheric Research (JIMAR), National Marine Fisheries Service (NMFS), Pacific Islands Fisheries Science Center (PIFSC), located at the State of Hawaii, Department of Aquatic Resources (DAR), Division of Land and Natural Resources (DLNR) in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: \$1,946/Mon.

DUTIES: Performs daily duties of monitoring, managing and processing of fishery data. The primary function of this position will be to coordinate fast-track data processing for certain types of fisheries data collections in support of various Federal Fishery Management Plans, e.g. Pelagic, Bottomfish, Crustacean, Coral Reef Ecosystem, and Precious Corals. Major tasks include: contacts fishers, collects, coordinates, processes, and maintains data collection of specific fisheries from fishers and fish dealers, and creates reports. In addition, coordinates with the DLNR-DAR staff to work on various assignments to maintain and improve current fisheries data collection programs and to provide up-to-date fish landings status reports to properly monitor targeted fisheries.

PRIMARY QUALIFICATIONS: **EDUCATION:** Associate's Degree from an accredited community college or at least 48 credits college level course work (with at least a 2.0 GPA) in related in field. **EXPERIENCE:** One to three (1-3) years of experience in the following areas: data processing and data quality assurance/quality control; data processing in a research environment. **ABIL/KNOW/SKILLS:** Working knowledge of Hawaii fishing practices and fishing methods; knowledge of Hawaii's fish identifications (including local fish names); and fisheries monitoring applications. Ability to work with and communicate technical fisheries information to the public, Non-governmental organizations (NGOs), and to government agencies and committees. Proficient in Microsoft Office and database applications. Must have driver license to drive to various boat docks and ports. **Post Offer Employment Requirement:** Must meet US Department of Commerce (DOC), National Oceanic and Atmospheric Administration security requirements for working in a federal facility which includes being fingerprinted and having a federal background check performed. **PHYSICAL/MEDICAL REQUIREMENTS:** Ability to lift computer equipment and office supplies of not more than sixty (60) pounds.

SECONDARY QUALIFICATIONS: Bachelor's degree from an accredited four (4) year college or university in science (biology preferred). One to three (1-3) years of experience in fisheries biology, which includes experience in fisheries data collection of Hawaiian fishes; and/or working experience in conducting and coordinating an outreach program. One to three (1-3) years of working with Hawaii fishermen.

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: 11/06/2009

[Email to Friend](#)

[Select Job](#)

[Return to Previous Page](#)
