Job Description

Job Title: PCSU-NARS Field & Data Technician
Job ID: 10362
Project Name: Pacific Coop Studies Unit
Full/Part Time: Full-Time
Regular/Temporary: Regular

MINIMUM MONTHLY SALARY: $2,024/Mon.

DUTIES: Participates in a variety of activities associated with the Natural Area Reserves System (NARS). Designs, inputs and maintains Kauai NARS program database and Geographic Information System (GIS) program, downloads and organizes Global Positioning System (GPS) data, enters field monitoring data, organizes geospatial data, and produces maps and reports. Conducts Kauai NARS field monitoring and data recording. Conducts field management activities in support of Kauai NARS Management Plans and Division of Forestry and Wildlife (DOFAW) management guidelines. Participates in additional duties which includes but is not limited to rare plant inventory, forest bird survey, environmental education, trail maintenance, predator control.

PRIMARY QUALIFICATIONS: EDUCATION: Bachelor's Degree from an accredited four (4) year college or university. EXPERIENCE: Six (6) months to one (1) year of field experience working in an active resource management program. Experience in Database or GIS management. Experience needs to be documented and acquired under the employment of an academic institution, governmental agency, private company, non-profit organization in the appropriate field and can include internships and accredited volunteer work. ABIL/KNOW/SKILLS: Knowledge of and/or expertise in fieldwork techniques and data collection/management. Able to use PC and have working knowledge of MS Access Database, ArcGIS mapping program (ArcGIS 9.0) and other Microsoft Office programs. Ability to navigate in backcountry areas and dense forest using compass, map, or Global Positioning System (GPS) handheld units. Ability to use GPS units and/or a computer to record technical field data, analyze field data using database and spreadsheet programs, and prepare draft reports. Ability to work with small, mechanized equipment in a safe manner. Must possess valid driver's License and ability to operate 4-wheel drive vehicle with manual transmission. Must possess the American Red Cross Certification in First Aid/CPR (or be able to obtain the certificate following the training provided within 6-month new hire probationary period. Post Offer/Employment Conditions: Ability to obtain State of Hawaii Certification for Application of Restricted Use Pesticides within 6-month new hire probation period. Must be able to pass federal firearms certification and legally possess firearms within six (6) months of hire. PHYSICAL/MEDICAL REQUIREMENTS: Ability to hike and camp in remote areas and rugged terrain under inclement weather conditions, four to five (4-5) consecutive days. Able to backpack and lift and carry fifty (50) pounds. Ability to conduct fieldwork in dense vegetation under difficult conditions (heat, rain, cold temperatures, poor footing).

SECONDARY QUALIFICATIONS: Knowledge of threats to native Hawaiian ecosystems from incipient alien plant and animal invasions in Hawaii. Field experience in an active resource...
management program to protect ecosystems in Hawaii or elsewhere with emphasis on monitoring and management of feral animals and non-native plants in Hawaii. Basic Aviation Certification and/or helicopter survey experience. Ability to identify native Hawaiian plants and alien weed plant species. Awareness of Hawaiian culture and biota and threats from alien species. Experience with control of alien species.

INQUIRIES: Michael Wysong 693-3827 (Kauai).

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, mail, or hand-deliver 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. Online applications and faxed documents must be submitted/received by the closing date (11:59 P.M. Hawaii Standard Time/RCUH receipt time). Mailed documents must be postmarked by the closing date. Hand-delivered documents must be received by our HR office by 4 P.M. Hawaii Standard Time/RCUH receipt time. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before: 07/14/2010