Job Description

Job Title: EPSCoR Graduate Scholar (ENDER)
Job ID: 10377
Project Name: UHH/EPSCR
Full/Part Time: Part-Time
Regular/Temporary: Regular

Job Summary

Non-Regular, Part-Time (50% FTE), Limited Term (through Academic Year 2010-2011), RCUH Non-Civil Service position with the National Science Foundation (NSF) Experimental Program to Stimulate Competitive Research (EPSCoR), under the Environmental Dynamics and Ecosystem Responses (ENDER) focal area, located in Hilo, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, and availability of funds.

MINIMUM MONTHLY SALARY: $1,229.50/Mo. (@ 50% FTE)

DUTIES: Candidate will assist faculty members in the EPSCoR project with various duties to enable research on the part of the faculty members. The duties include, but are not limited to: 1) assisting in performing technical field sampling and laboratory experiments, 2) setting up field and laboratory projects, 3) ordering basic materials, 4) training and monitoring other field assistants and laboratory users for compliance for basic safety and scientific procedures, 5) library research regarding scientific projects, and 6) collecting, entering, and analyzing scientific data, 7) report and manuscript writing, and 8) perform other duties as assigned.

PRIMARY QUALIFICATIONS: EDUCATION: Bachelor's Degree from an accredited four (4) year college or university in Natural Sciences and acceptance to or enrollment in a Master's Degree Program in Tropical Conservation Biology and Environmental Sciences at the University of Hawaii at Hilo related to the work described in Major Duties and Responsibilities section. EXPERIENCE: Undergraduate course work: One (1) year Biology, one (1) year introductory Chemistry, and preferably one (1) year Organic Chemistry, courses in Oceanography and/or Limnology. ABIL/KNOW/SKILLS: Competence with Excel, Word, PowerPoint, and statistical software such as Minitab or SYSTAT. Must be able to organize multiple tasks and prioritize with little or no supervision. PHYSICAL/MEDICAL REQUIREMENTS: Able to work in field in rainy and hot conditions, carry heavy field gear and samples from field sites to vehicles, collect samples on boat in rough conditions, and swim.

SECONDARY QUALIFICATIONS: Candidate should possess the interest required to allow for independent pursuit of research and set-up of laboratory experiments and field exercises. Must be enrolled in Master's Degree program related to work or with GRE scores that makes candidate eligible for enrollment in such a graduate degree program. SCUBA certified (preferably UH scientific diver certification); experience with marine sampling; experience with small boat operation.

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: 08/02/2010