## Job Description

**Job Title:** CCRT Field Project Support Assistant  
**Job ID:** 11319  
**Project Name:** PBRC  
**Full/Part Time:** Full-Time  
**Regular/Temporary:** Regular

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Two (2) Regular, Full-Time, RCUH Non-Civil Service positions with the Pacific Biosciences Research Center (PBRC), Center for Conservation Research and Training (CCRT) located on Oahu and Kure Atoll. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, availability of funds, and compliance with applicable Federal/State laws.

**MINIMUM MONTHLY SALARY:** $1,799/Mon.

**DUTIES:** Manipulates vegetation with mechanical and chemical removal of weed species. Documents restoration and keeps detailed records of work accomplished. Conducts biological studies using standard research methods. Observes and identifies various wildlife species, examining specimens for required data. Performs construction and maintenance tasks on facilities and habitat improvements. Assists with volunteer groups, data entry, and recording.

**PRIMARY QUALIFICATIONS:**

**EDUCATION:** High School Diploma.  
**EXPERIENCE:** One to three (1-3) years of experience related to vegetation management. Experience should include observing and identifying wildlife species.  
**ABIL/KNOW/SKILLS:** Knowledge of the principles and practices of wildlife management; Knowledge of Hawaiian flora, fauna and weather patterns. Able to use a personal computer and GPS device. Able to identify native Hawaiian plants and alien weed plant species. Ability to learn and operate solar electrical and communication systems, power generators and water pumps. Ability to obtain State of Hawaii Certification for Application of Restricted Use Pesticides within twelve (12) months of hire. Must possess Certification in First Aid/CPR (or be able to obtain the certificate following the training provided within twelve months of hire).  
**PHYSICAL/MEDICAL REQUIREMENTS:** Must possess good physical health and endurance being able to swim (for safety measure as well as for snorkeling in shallow water to remove marine debris from reef). Able to backpack and lift and carry forty (40) pounds over rough terrain for several miles. Must be able to work irregular hours.

**SECONDARY QUALIFICATIONS:** Expertise in documenting restoration using GPS devices and ArcGIS software. Operate and maintain outboard watercraft. Able to operate small boats at periodic intervals.

**INQUIRIES:** Cynthia Vanderlip 352-6218 (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, 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 06/21/2011