

Job Description

Job Title: Conservation Wildlife Assistant
Job ID: 11418
Project Name: Pacific Coop Studies Unit
Full/Part Time: Full-Time
Regular/Temporary: Regular

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(2) Regular, Full-Time, RCUH Non-Civil Service positions with the Pacific Cooperative Studies Unit (PCSU), located in Waimea, on the Island of Hawaii. 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: \$2,500/Mon.

DUTIES: Performs a variety of duties in the implementation and maintenance of both the game and non-game programs. This includes construction and maintenance tasks on wildlife facilities such as informational signs, buildings, gates and fencing, habitat improvements, Nene release sites, predator trapping, access roads, water units and public use structures. May assist in inspection of jobs such as the building and grading of roads and habitat rehabilitation. May on occasion operate motorized construction equipment. Independently performs assigned tasks using standard research techniques, such as identification and field observation of wildlife species, associated plant life and general habitat condition as well as examination of specimens for such information as sex, age, weight, body measurements, general condition and other information required by the Wildlife Biologist. This includes monitoring, sampling, collecting, trapping and banding or marking of wildlife species and follow-up observations to determine habits. Also under general supervision of the Wildlife Biologist, independently censuses and surveys wildlife and their habitats, conducts surveys of Nene and other non-game species, game mammals and birds and other wildlife using established standard methods. This includes recording of numbers of animals observed, the sample areas effectively covered, sex and age, breeding success, survival, measure activity, unusual conditions and such other data as may be required by the biologist. Assists the Wildlife Program in supervising volunteers in field projects, such as wildlife habitat improvements.

PRIMARY QUALIFICATIONS: EDUCATION: High School Diploma. **EXPERIENCE:** At least two (2) years of experience in wildlife conservation (wildlife identification, trapping, predator control, fencing, banding, marking and general handling of both game and non-game wildlife) or related area.

ABIL/KNOW/SKILLS: Knowledge of and ability to recognize common plant species, wildlife such as forest and water birds and mammals. Working knowledge of the life histories of those wildlife species. Knowledge of computer programs (spreadsheets, word processing). Must possess a valid driver's license and be able to drive a 4-wheel drive vehicle with manual transmission. Skilled in the use of simple hand and power tools and be familiar with operation of motorized equipment; firearms safety; able to carry out oral and written instructions; make field observations; good oral and written communication skills; able to prepare reports and make analysis and recommendations to the Wildlife Biologist. Post Offer/Employment Conditions: Must be able to complete basic helicopter safety course within six (6) months of hire. Must possess the American Red Cross Certification in First Aid/CPR (or be able to obtain the certificate following the training provided within three (3) months of hire). Must be able to pass firearms certification (National Rifle Association or National Park Service) and State of Hawaii Hunter Safety Program and legally possess and use firearms within six (6) months of hire.

PHYSICAL/MEDICAL REQUIREMENTS: Able to hike into remote areas and have endurance to work irregular hours on occasion. Able to conduct field work in dense vegetation under difficult conditions (rain, cold temperatures, poor footing).

SECONDARY QUALIFICATIONS: Bachelor's Degree from an accredited four (4) year college or university in Wildlife Biology or related field. Hunting experience. Familiarity with Hawaiian forests and conservation issues.

INQUIRIES: Hans Sin 887-6063 (Hawaii).

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 08/24/2011

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