Regular, Part-Time (50% FTE), RCUH Non-Civil Service position with the University of Hawaii at Hilo (UHH), College of Agriculture, Forestry, and Natural Resource Management (CAFNRM), UH Hilo Beekeeping Program, located in Hilo, 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: $1,012/Mon. (@ 50% FTE)

DUTIES: Maintains honey bee hives and bee friendly garden at UHH farm. Maintains records and correspondence for the Adopt-A-Beehive with Alan Wong program. Maintains Adopt-A-Beehive with Alan Wong website. Orders and picks up needed supplies for the program. Supervises student volunteers as necessary. Helps with special events and projects for the program as needed and performs other duties as assigned.

PRIMARY QUALIFICATIONS: EDUCATION: Bachelor’s Degree from an accredited four (4) year college or university in a science related field. EXPERIENCE: Up to one (0-1) year of beekeeping experience. Up to one (0-1) year of experience working in a farm setting. Up to one (0-1) year of landscape experience. ABIL/KNOW/SKILLS: Knowledge of basic beekeeping practices and farm practices. Proficiency in Microsoft Excel, Word, PowerPoint and web. Must have beekeeping skills, computer skills, and clerical skills. Ability to operate small farm equipment such as mower weed trimmer. PHYSICAL/MEDICAL REQUIREMENTS: Must be able to lift and carry up to fifty (50) pounds. Must be able to work outside in an apiary.

SECONDARY QUALIFICATIONS: Value added product development experience. Ability to operate large farm machinery, such as tractor. Experience working in a teaching environment. Experience working with college students.

INQUIRIES: Dr. Lorna Tsutsumi 974-7719 (Hawaii).

APPLICATION REQUIREMENTS: Please go to www.rcuh.com, click on “Employment”; select “Apply” and navigate to “See Job Announcements and/or Apply for a Job.” You must submit the following documents online to be considered for the position: 1) Cover Letter, 2) Resume, 3) Salary History, 4) Supervisory References, 5) Copy of Degree(s)/Transcript(s)/Certificate(s). All online applications must be submitted/received by the closing date (11:59 P.M. Hawaii Standard Time/RCUH receipt time) as stated on the job posting. If you do not have access to our system and the closing date is imminent, you may send additional documents to rcuhhr@rcuh.com. If you have questions on the application process and/or need assistance, please call (808)956-8344.

EEO/AA Employer.

Please apply before 09/07/2012