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ANNOUNCEMENT

June 26, 2018

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Announcement No. 073-18

Position Title

**RESEARCH ASSISTANT III
(Coral Reef Monitoring Technician)**

Hourly Range:

UGPP/L-01, \$17.84 – UGPP/L-07, \$22.30 Per Hour

Opening Date:

June 26, 2018

Closing Date: Continuous Until Filled

Location:

Research and Sponsored Programs/Marine Laboratory

MINIMUM QUALIFICATIONS:

- Master's degree in Biology, Environmental Studies, or related field, with emphasis in coral reef or marine systems, and at least two years of professional level work experience.
- Valid Advanced Open Water SCUBA (Self Contained Underwater Breathing Apparatus) certification or higher, minimum of 100 dives.

QUALIFICATIONS REQUIRED: Pursuant to Public Law 26-87 as amended by Public Law 29-113, all future employees of any position within the government of Guam will be required at minimum to possess one of the following:

1. A high school diploma; or
2. Successful completion of General Education Development (GED) Test; or
3. The equivalent of a general education high school program; or
4. Successful completion of a certification program, from a recognized accredited or certified vocational technical institution, in a specialized field for the job.

KNOWLEDGE, ABILITIES AND/OR SKILLS:

Ability to carry out various coral reef surveys, including surveys for coral colony size/condition, benthic cover, and macroinvertebrate communities. Ability to use statistical software to analyze coral reef survey data for spatial and temporal trends. Ability to manage large quantities of coral reef survey data, including using Microsoft Excel, Microsoft Access, or similar applications. Ability to develop outreach materials (e.g., websites, brochures, and articles, etc.) and to conduct oral presentations to audiences of various ages. Ability to coordinate with individuals from multiple organizations in the development of a product (e.g., a report). Familiarity with project administration tasks, including procurement, grant development, and related activities.

CHARACTER OF DUTIES:

Under the supervision of the Project coordinator for the project "Comprehensive Long-term Monitoring at Permanent Sites on Guam". The primary responsibility of the Research Assistant III (Coral Reef Monitoring Technician) is to assist in the implementation of the project, which involves the regular monitoring of a suite of coral reef ecosystem health parameters at high priority sites around Guam. Tasks include assisting the Project Coordinator with project administration; coral reef data collection, management, and analysis; management of project database and associated web applications; report development; and outreach. This position also involves coordinating the development of jurisdictional coral reef status reports, providing technical assistance to Government of Guam natural resources agencies, and providing support for regional initiatives.

EDUCATION:

Applicants claiming degrees or credit hours are required to have an original or certified copy of the documents (e.g., Transcripts, high school diploma or GED certification) accompany the application.

WORK ELIGIBILITY:

Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (e.g. previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.

Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

**RESEARCH ASSISTANT III #073-18
(Coral Reef Monitoring Technician)**

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position within the University of Guam, you will be required to present valid documents to comply with the law.

POLICE AND COURT CLEARANCE:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

HOW TO APPLY:

Applicants must submit a Government of Guam Application Form to the Human Resources Office, located in the Administration Building, between 8:00 a.m. to 5:00 p.m., Monday through Thursday and 8:00 a.m. to 1:00 p.m. on Friday except weekends and holidays. Applications may be obtained from this office, or the HRO website: <http://www.uog.edu/hro> (under Forms). Requests for applications may be directed to the following address: Human Resources Office, University of Guam, UOG Station, Mangilao, Guam 96923. For further information, please call 735-2350

UNIVERSITY INFORMATION:

Information on the University's campus security and fire safety may be accessed at <http://www.uog.edu/hro> (under Links).

THE UNIVERSITY OF GUAM IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER:

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, Mr. Joseph Blas Gumataotao, located at the EEO/ADA Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).


LARRY G. GAMBOA, SPHR, SHRM-SCP
Chief Human Resources Officer