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ANNOUNCEMENT

June 18, 2019

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

Announcement No. 075-19

Position Title
RESEARCH ASSISTANT I

Hourly Range:

UGPP/IS-01 \$10.14 Per Hour – UGPP/IS-07 \$12.67 Per Hour

Opening Date: June 18, 2019

Closing Date: July 01, 2019

Location:

College of Natural & Applied Sciences/Western Pacific Tropical Research Center/Hatchery

MINIMUM QUALIFICATION:

High School diploma or GED and no year's relevant or related work experience.

NECESSARY QUALIFICATION:

Must have a valid driver's license.

KNOWLEDGE, ABILITIES, AND/OR SKILLS:

Ability to learn to care and feed fishes, shrimps, and living organisms. Ability to maintain fish tanks, diesel air compressors, water pumps and other similar equipment used in aquaculture. Ability to collect samples of shrimps and fish. Measures, records findings and maintain work records. Ability to assist in preserving biological specimen.

CHARACTER OF DUTIES:

The Research Assistant I will care and feed the fish, shrimps and other living organisms being raised in laboratory fish tanks. Maintain fish tanks, diesel air compressors, water pumps and other similar equipment used in aquaculture. Must collect samples of shrimps and fish, measures and records their physical dimensions. Apply safe work practices on the job. Performs related duties as required.

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.

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.

RESEARCH ASSISTANT I # 075-19

HOW TO APPLY:

Applicants must submit a Government of Guam Application Form to the Human Resources Office, located at the Administration Building, between 8:00 a.m. to 5:00 p.m. Monday through Friday except holidays. Applications may be obtained from this office, or the HR 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 735-2350/1.

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, 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).



JOSEPH B. GUMATAOTAO
Acting Chief Human Resources Officer

Research Assistant 1 06/18/19
Approved by CHRO 06/18/19