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ANNOUNCEMENT

July 16, 2024

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

Announcement No. 102-24

Position Title
RESEARCH ASSISTANT I

Salary Range:

UGPP/E-01 \$27,724.00 - UGPP/E-18 \$45,360.00 Per Annum

Opening Date:

July 16, 2024

Closing Date:

July 30, 2024

Location:

College of Natural & Applied Sciences (CNAS)/Western Pacific Tropical Research Center (WPTRC)

MINIMUM QUALIFICATION:

High school diploma or GED.

NECESSARY SPECIAL QUALIFICATION:

Must have a valid driver's license.

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.

CHARACTER OF DUTIES:

Under the supervision of the Associate Director for WPTRC, the Research Assistant I will play a crucial role in the maintenance and upkeep of farm stations, primarily focusing on weed control, maintenance, and irrigation system layout. The Research Assistant I will be responsible for conducting field work at various farm stations, including Ija, Inarajan, and Yigo, to ensure optimal functioning and productivity. The Research Assistant I will engage in various tasks crucial to farm station management and operations. This includes conducting regular fieldwork aimed at efficient weed control and employing suitable methods to uphold a clean and productive environment. Utilizing knowledge of pesticide application, the Research Assistant I will execute spraying activities to combat pests while adhering to safety and regulatory protocols. Proficiency in laying out irrigation systems is essential to ensure efficient water distribution and crop hydration. Gardening activities, such as planting, watering, harvesting crops, and landscaping tasks, are also within the scope of duties. Operating a range of battery or gas-operated equipment is required, with an emphasis on proper handling and maintenance. Furthermore, the maintenance of official vehicles and farm equipment is integral, involving regular inspections and minor repairs as needed. In addition to operational tasks, assistance with research projects, including data collection and experimental setup, may be required. Proficiency in utilizing hand tools for various farm tasks, as well as operating bush cutters and grass mowers for land maintenance, is expected. The Research Assistant I will be flexible in undertaking ad hoc duties related to farm station maintenance and operations as directed by superiors.

KNOWLEDGE, ABILITIES AND/OR SKILLS:

Must have excellent communication skills both oral and written. Knowledge of pesticide application techniques and safety protocols. Ability to perform minor repairs on equipment and structures. Ability to work outdoors in various weather conditions. Ability to work both independently and with others.

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.

RESEARCH ASSISTANT I # 102-24

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.

HOW TO APPLY:


All applicants must submit an online job application through UOG's online employment portal system at <https://uog.peopleadmin.com> and upload supporting documents with their application. For further information, please call 735-2350.

UNIVERSITY INFORMATION:

Information on the University's campus security and fire safety may be accessed at <https://www.uog.edu/safety-security/>.

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 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).


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JOSEPH B. GUMATAOTAO
Chief Human Resources Officer

Research.Assistant.I.07/16/24
Approved by CHRO 07/16/24