



# RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

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## ANNOUNCEMENT

**THE RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, 100% FEDERALLY FUNDED PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):**

**Position Title**

**Project Associate  
(EPSCoR Web/Data Technician)**

**JOB ANNOUNCEMENT # RC-18-16**

**Application Deadline: Midnight, June 25, 2018**

Send RCUOG application, cover letter, resume and transcripts to [rcuoghr@triton.uog.edu](mailto:rcuoghr@triton.uog.edu) or submit documents to the RCUOG office located on the 1<sup>st</sup> floor of the Health Sciences Bldg., Rooms 137, 138 and 121, UOG Campus. The RCUOG application can be downloaded from [www.uog.edu/rcuog](http://www.uog.edu/rcuog); located under the Forms subhead.

**Salary**

Grade M, Step 1, \$19.60 per hour/\$40,762 per annum

Temporary, Full-time employee

Benefits: Social Security, Medical and Dental Insurance, 4 hours annual leave and 4 hours sick leave per pay period, holiday pay

The position begins on **July 01, 2018** and ends on **June 30, 2019** based on availability of funds with possibility of extension should additional funds become available.

**Location:**

Dean's Circle House #4 (EPSCoR Office)

**MINIMUM QUALIFICATIONS:**

- B.S. in computer science or related disciplines;
- One year experience with web site development and operations;
- Demonstrated familiarity with web development, database management, and spreadsheet programs and applications, PC, Mac, and server operations.

### **PREFERRED QUALIFICATIONS:**

- M.S. in computer science or related disciplines;
- Three years' experience with web site development, operations, and/or data science;
- Demonstrated familiarity with web development, database management, and spreadsheet programs and applications, PC, Mac, and server operations and administration;
- Demonstrated familiarity and/or certifications in optimizing big data, data analytics, and data management and security.

### **MINIMUM KNOWLEDGE, ABILITIES, AND SKILLS:**

- Experience working in IT, data management, data security, or similar fields;
- Knowledge of programming languages such as HTML, Java Script, Perl, and use of web tools such as Excel, Dreamweaver, FrontPage, Adobe Photoshop and Adobe Acrobat;
- Recognize and resolve system-related problems;
- Communicate technical and complex information both in oral and written form;
- Effectively plan, organize and prioritize work assignments;
- Coordinate multiple projects concurrently and work with minimum guidance and direction.

### **CHARACTER OF DUTIES:**

- Designs, implements, populates, tests, and maintains servers and web portal in compliance with nationally recognized research and college standards;
- Assists in planning, designing, and procuring server architecture for research databases;
- Installs, configures, and tests server hardware and software as required;
- Publishes and provides global access to the GEC's Biorepository databases and databases utilized in the NASA-EPSCoR CAN project;
- Maintains data integrity, security, and redundancies of geospatial, oceanographic, remote sensing (multispectral and hyperspectral data), biological/ecological, and related data sets;
- Provides and manages controlled public access to data sets, reports and publications generated by federally-funded projects;
- Provides direct and timely web tool usage and support;
- Accurately diagnoses and effects IT problem resolutions in conjunction with project Pis and UOG University of Guam Computer Center IT personnel;
- Monitors, documents, and reports usage of database by University and public users;
- Assists UOG Computer Center IT personnel in developing and maintaining cybersecurity of databases and project IT resources;
- Works closely with the Biorepository Collections Manager, NASA-CAN project scientists, University of Guam Computer Center IT personnel, Guam NSF-EPSCoR graduate research assistants (GRAs), and the GEC Principal Investigator/NASA CAN Science Investigator.

### **CLEARANCES**

- College transcripts should be submitted with application
- Upon selection, the applicant must submit PPD, police and court clearances to UOG HRO.

