POSITION: GIS Biology Technician II  
Full-Time / Hourly / Benefited / Non-Exempt

RECRUITMENT ID: 551

LOCATION: California Department of Fish and Wildlife office, Sacramento, CA

ESSENTIAL JOB FUNCTIONS: Working closely with Environmental Scientists and GIS Analysts in a group setting, the incumbent works on developing and updating the California Wildlife Habitat Relationships Program (CWHR). Tasks are primarily focused on developing and updating range maps, life history information, and habitat suitability ranks for California species and subspecies, updating the CWHR database, and conducting training and outreach on CWHR use. Examples of duties include assembling geospatial data on species occurrences, developing range shapefiles using ArcGIS, conducting literature reviews, developing species-habitat relationship tables, writing species life history accounts, obtaining peer review from species experts at government and academic institutions, updating CWHR database tables and queries, maintaining detailed and accurate records, interacting with the public, developing and giving training on CWHR use, and assisting project managers in scanning, data entry, and metadata development.

EMPLOYMENT STANDARDS: A B.S. degree in Wildlife Biology or a related field. Requires a minimum of one year work experience in a wildlife-related position. Required knowledge, skills and abilities include:

- Advanced knowledge of Access or another database program, including building and managing tables and queries;
- Experience with Esri products, specifically ArcMap;
- Familiarity with California species and habitats;
- Use and maintenance of geospatial data development in a variety of formats;
- Strong organizational skills and attention to detail;
- Ability to communicate clearly, both verbal and in writing;
- Ability to function cooperatively and productively as a member of a unit;
- Ability to prioritize tasks and to solve problems;
- Willingness and ability to learn new technologies quickly.

The incumbent must be a self-learner who can solve problems with minimal supervision.

COMPENSATION: $20.00 per hour. Benefits include options for health, vision and/or dental insurance; employer contributions to a 403(b) retirement plan (beginning year 2); employer-paid life and disability insurance; and vacation, sick leave, and holidays.

The employer is the CSU, Chico Research Foundation, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

DISCLOSURE OF CAMPUS CRIME STATISTICS
An annual security report disclosing crime statistics for California State University, Chico can be obtained by contacting the Chico State University Police Department (530) 898-5372 or by accessing the following Website: http://www.csuchico.edu/up.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
The CSU, Chico Research Foundation is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, National origin, sex, sexual orientation, covered veteran status, or any other protected status. It is the Research Foundation’s policy to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees must provide proof of identity and authorization to work. Prospective applicants with a disability may request and receive reasonable accommodation during the application and selection process.
APPLICATION REQUIREMENTS: Application and announcement can be located on our website. In order to be considered, applicants must submit the following:
- CSU, Chico Research Foundation application
- Cover letter
- Current resume
- Three professional references

APPLICATION DEADLINE: Friday, August 18, 2017 - Applications received after this date will not be considered.

BY MAIL: CSU, Chico Research Foundation  
CSU, Chico, Building 25  
Chico, CA 95928-5388

IN PERSON: CSU, Chico Research Foundation  
25 Main Street, 2nd Floor suite 206  
Chico, CA

BY EMAIL: rfhrjobs@csuchico.edu

BY FAX: (530) 898-3391

For questions, please contact the Research Foundation Human Resources office:

BY PHONE: (530) 898-6811 or VISIT OUR WEBSITE: http://www.csuchico.edu/rfdn/