POSITION OPENING

CHICO STATE ENTERPRISES

POSITION: Biologist Interpreter (Sacramento)
Full-Time / Benefited / Hourly / Non-Exempt
RECRUITMENT ID: 697
LOCATION: California Department of Fish and Wildlife (CDFW) office, Sacramento, CA
COMPENSATION: $18.50 - $20.00 per hour, BOE

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Position Description:

ESSENTIAL JOB FUNCTIONS: Working closely with Vegetation Ecologists and GIS Analysts in a group setting, the incumbent works on various projects supporting the classification and mapping of California’s vegetation. Duties include preparation of vegetation datasets for publication on CDFW’s web mapping application, BIOS; inducting varied vegetation surveys into an existing database and GIS layer; designing a database for tracking project progress and populating the resulting tracking database; vegetation data entry and quality checking; distributing program data; and performing literature searches on vegetation types and summarizing findings. They may also participate in field work, editing, and other duties as assigned.

EMPLOYMENT STANDARDS: Bachelor of Science in biology, ecology, environmental science, or a related field preferred. Enrollment in or completion of a Certificate or Degree program in GIS, or substantial experience in GIS. Experience working with biological datasets and knowledge of California flora and California plant communities is highly desirable but not required. Required knowledge, skills, and abilities include:

- Experience using MS Access or other database software including writing queries and macros
- Experience using Esri ArcMap products
- Strong organizational skills and attention to detail
- Ability to communicate clearly, both verbally and in writing
- Ability to function cooperatively and productively as a member of a unit
- Ability to prioritize tasks and to solve problems while communicating issues and asking for clarification
- Ability to work at a computer for extended periods of time

BENEFITS: Benefits for employees working 30 hours or more per week include employer paid life insurance ($50,000) and long-term disability; options for health, dental, and vision insurance; FSA; 14 paid holidays including 1 personal holiday; vacation accrual (up to 24 days/year); sick leave (up to 12 days/year); employer contributions to your 403(b) retirement plan (up to 8%).

APPLICATION REQUIREMENTS: Application and announcement can be located on our website. In order to be considered, applicants must submit the following:

- Cover letter
- Current resume
- Three professional references

APPLICATION DEADLINE: Application deadline is January 17, 2020. Applications can be submitted:

BY MAIL: Chico State Enterprises
25 Main Street, Suite 206
Chico, CA 95928-5388

IN PERSON: Chico State Enterprises
25 Main Street, 2nd Floor suite 206
Chico, CA

BY EMAIL: csejobs@csuchico.edu

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

The employer is Chico State Enterprises, 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

Chico State Enterprises 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 Enterprises’ 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.

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