San Jose State University Research Foundation

**Position:** Research Technician

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>Moss Landing Marine Laboratories (MLML) Pollution Studies</th>
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<tbody>
<tr>
<td>IMMEDIATE SUPERVISOR</td>
<td>Project Director</td>
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<tr>
<td>POSTING DATE:</td>
<td>12/02/2019</td>
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<tr>
<td>CLOSING DATE:</td>
<td>12/09/2019</td>
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<tr>
<td>SALARY:</td>
<td>Range: $20.00 per hour, Negotiable, DOQ/E Full Time</td>
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<td>BENEFITS:</td>
<td>Exceptional benefits for employees and eligible dependents: Company subsidized CalPERS medical selections, 3 PPO's and 6 HMO's; company paid dental and vision insurance for employees and eligible dependents; Life, AD&amp;D, and LTD coverage; paid federal and state holidays; a 403 (b) retirement option with a 7% employer retirement contribution following 1 year of benefited employment, with immediate vesting; vacation accruals and a stand-alone sick leave hours accumulation; and a subsidized post-retirement medical insurance plan for eligible employees.</td>
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<td>EXEMPT STATUS:</td>
<td>Non Exempt (Hourly)</td>
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**GENERAL NATURE OF POSITION:**

The Marine Pollution Studies Laboratory at Moss Landing Marine Laboratories (MLML) has provided environmental expertise to local, state, and federal agencies charged with assessing and monitoring the waters in California since the early 1990’s. The Research Technician will support research staff in the Marine Pollution Studies Laboratory at Moss Landing, California. Specifically, he or she will support projects investigating environmental studies.

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

1) Collect fish species for tissue analysis using various techniques.
2) Collect water and sediment samples according to SWRCB (State Water Resource Control Board) and National Environmental Protection Agency (EPA) guidelines.
3) Collect samples using clean techniques.
4) Receive verbal requests from customers, clients, and vendors, and responds appropriately.
5) Operate and maintain research vessels in the 18’ – 25’ size range.
6) Other duties and responsibilities, as assigned.

INTERPERSONAL CONTACTS:
1) Reports to Project Director. Incumbent will interact daily with supervisor for progress updates and project planning.
2) Incumbent will also frequently interact with the staff of Moss Landing Marine Labs & the Marine Pollution Studies Lab. Periodic, regular, and/or occasional contact with employees of the Research Foundation at all levels, San Jose State University faculty and staff, and/or vendors, with the ability to discuss and appropriately respond to inquiries and requests.

SUPERVISORY RESPONSIBILITIES
None, though is responsible to guide, direct and train seasonal workers, as appropriate, to ensure water and sediment collection efforts are in compliance with SWRCB and EPA guidelines.

QUALIFICATIONS:
1) Education and Experience
   • BA/BS in Science, preferably Marine Science, is required OR a Minimum one year of field experience collecting or sampling.

2) Knowledge, Skills, Abilities Required
   • Knowledge of fish collection using various methods (hook-n-line, gill nets, otter trawl).
   • Knowledge of and ability to trailer and operate small boats including launching.
   • Knowledge of conventional water quality.
   • Ability to conduct water and sediment collection using SWRCB and National EPA guidelines.
   • Basic understanding of MS Office and various mapping software (Topo, Google earth).
   • Ability to work with time constraints and under pressure.
   • Able to travel 5 days during the week for field collection.
   • Must have a valid CA driver’s license. A clean DMV record is required. Will be requested to successfully complete SJSU’s Driving course. Research vehicle will be provided to incumbent for most business driving/travel.

3) Complexity of Duties
   • Exercise independent judgment in the management and completion of a diverse set of tasks.
   • Works on a variety of projects, utilizing many different collecting or sampling methods.
   • Works in the field as necessary for completion of projects.
   • Works well given specific duties while being efficient and motivated.

4) Physical Requirements
   • Frequent and ongoing use of a computer terminal to conduct a variety of the more advanced clerical functions and communications.
   • Standing and sitting for long periods of time is periodically required;
   • Must be able to collect environmental samples in the field for extended hours;
Periodic regular lifting, walking, and carrying of files, documents, sampling equipment, samples, and other related materials. Incumbents must have the ability to lift and carry 40 lbs.;

Must be able to hike and carry scientific equipment to and from the site locations.

Frequent need to reach for items above and below desk level, sometimes with assistance of a step-stool.

NOTE: This position description intends to describe the general nature and level of work being performed by people assigned to this job. It is not intended to include all duties and responsibilities. The order in which duties and responsibilities are listed is not significant.

BENEFITS:
The comprehensive benefit package includes:

a) Nine Health Insurance Plans to choose from
b) Free dental and vision for employee and family
c) Paid Federal & State Holidays
d) Retirement Plan: 403 (b) employee contribution plan component and a 403 (b) employer contribution component
e) Vacation and separate sick plans
f) Employee Discounts
g) Paid Training and Conferences
h) Increases based on merit (performance)

APPLICATION PROCEDURE
To apply for this position, an applicant must submit a formal application for employment, as well as a resume and a cover letter. The applicant may do this via e-mail or by regular mail. The formal employment application is located at http://www.sjsu.edu/researchfoundation/docs/Employment%20Application.pdf

It may also be obtained from the Research Foundation through its website at http://www.sjsu.edu/researchfoundation/open/index.html.

An applicant may also apply in person by visiting the Research Foundation, located at
210 North 4th Street, 3rd Floor,
San Jose, CA (corner of St. James and North 4th Streets)

Please address your formal application, your resume and your letter of interest directly to:
San Jose State University Research Foundation
Attn: HR/Job Code MLML RT
210 North 4th Street
San Jose, CA 95112
E-mail: foundation-jobs@sjsu.edu

Reasonable Accommodation
The San José State Research Foundation is committed to providing access, equal opportunity and reasonable accommodation for individuals with physical or mental disabilities in the employment, recruitment, examination, hiring and interviewing processes. If you are a job seeker with a physical or mental disability and require a reasonable accommodation to search, apply, or interview for a job opening or otherwise need a reasonable accommodation during the application and hiring process, please contact us at foundation-jobs@sjsu.edu. In the email message, please
indicate your full name, phone number and the type of assistance required. You must not reveal
the underlying medical reason for your needed reasonable accommodation or otherwise disclose
confidential medical information. You may also call (408) 924-1400 from 8:00am to 5:00pm
(PST), Monday through Friday, excluding holidays, to get assistance.

The Research Foundation provides excellent benefits package to benefited employees. Please
visit http://www.sjsu.edu/researchfoundation/humanresources/healthbenefits/index.html to get
more details.

Research Foundation employment is separate and distinct from San Jose State University or State
of California employment. Research Foundation employees are not employees of either SJSU or
of the state of California.

The San Jose State University Research Foundation (SJSURF) is a non-profit auxiliary of San
Jose State University. SJSURF is totally self supported. The majority of the organization’s
funding comes from the federal government, and other public and private entities. With annual
revenues totaling over $65 million, programs managed through SJSURF cover a rich diversity of
applied research, public services, and educational related activities.

SAN JOSE STATE UNIVERSITY RESEARCH FOUNDATION is an Equal Opportun
ity Employer and does not discriminate on the basis of race, color, creed, gender, religion, marital
status, registered domestic partner status, age, national origin, ancestry, physical or mental
disability, medical condition, sex, genetic information, sexual orientation, military and veteran
status or any other consideration made unlawful by federal, state, or local laws. It also prohibits
unlawful discrimination based on the perception that anyone has any of those characteristics, or is
associated with a person who has or is perceived as having any of those characteristics.

A background check (including a criminal records check) must be completed satisfactorily before
any candidate can be offered a position with the SJSURF. Failure to satisfactorily complete the
background check may affect the application status of applicants or continued employment of
current SJSURF employees who apply for the position.