Position: TECHNICAL COORDINATOR  
Alliance for Coastal Technologies

DEPARTMENT: Moss Landing Marine Laboratories  
Alliance for Coastal Technologies (ACT) Project

IMMEDIATE SUPERVISOR: G Jason Smith, Project Director

POSTING DATE: June 20, 2016

CLOSING DATE: Posted until filled

SALARY: $20 per hour  
50% time (20 hours/week)  
Benefited

EXEMPT STATUS: Exempt level

GENERAL NATURE OF POSITION: The Alliance for Coastal Technologies (ACT) is a national collaborative science and technology support program funding through the NOAA IOS program. Project technology foci shifts from year to year reflecting stakeholders’ requirements. The current program focus is on Harmful Algal Bloom (HAB) detection technologies. The incumbent will be responsible for leading performance evaluations of a range of state of the art instrumentation and molecular assays focused on the detection and or enumeration of Harmful Algal species and their toxins in the environment. This will be accomplished through organization of technical workshops and planning for field performance verification studies.

ESSENTIAL DUTIES & RESPONSIBILITIES:

1. Will lead local planning and running of an ACT sponsored workshop on Harmful Algal Species and Toxin Detection Instrumentation
2. Will participate in planning and design of HA instrumentation field performance verifications and in verifications of in situ fluorometers for discrimination of phytoplankton taxa
3. Will keep up to date on emerging technologies and technological improvements that could improve performance in HA and toxin detection.
4. Will liaise with Pacific Coast Regional Associations of the NOAA IOOS program to help identify future technology needs and current performance issues.

INTERPERSONAL CONTACTS:

1. Reports to Project Director. Advises as to the work in progress and work that needs attention.
2. Interacts with other scientists, graduate students, staff, and other Research Foundation employees to ensure completion of scientific and analytical goals, as well as with and safe and effective use of equipment.
QUALIFICATIONS:

1) Education and Experience

Ph.D. in the environmental sciences or biotechnology.
Must have at least 5 years’ experience with investigation of harmful algal or other phytoplankton diversity and distributions.

2) Knowledge, Skills and Abilities required:

- Excellent written and oral communication skills.
- Must have excellent laboratory practice and record keeping in a QA/QC regulated environment.
- Demonstrated skills and ability to establish and maintain a solid working relationship with students, University faculty, staff, and administrators, as well as, industry and community representatives.
- Working understanding of molecular biology techniques including, but not limited to, sandwich hybridization, FISH, PCR, qPCR, sequencing and data analysis
- Ability to work with and trouble shoot analytical instrumentation in terms of recognizing aberrant data streams or interpret error flags generated by specific instrumentation packages.
- Ability to travel to field and workshop locations throughout the United States including Hawaii and Alaska.

3) Physical Requirements

Must be able to operate a PC including a mouse and keyboard.
Must be able to operate office equipment.
Must be able to work outdoors for deployment of field instrumentation and reference sample collection.
Must be capable of lifting 20 lb loads

4) Complexity of Duties :

Position requires independence and ability to show initiative to achieve project goals. Duties include a mix of physical and intellectual activities, which change day-to-day, depending on the needs of the research project. Duties require attention to detail, flexibility, and quick trouble-shooting and problem-solving abilities.

SUPERVISORY RESPONSIBILITIES: None.

APPLICATION PROCEDURE

To apply for this position, you may submit a letter of interest and a resume or an application. An application and other information, including the job description, may be obtained from the Research Foundation through its web site at http://www.sjsu.edu/researchfoundation/open/index.html. You may also obtain information in person by visiting the Research Foundation, located at 210 North 4th Street, 4th Floor, San Jose, CA (corner of St. James and North 4th Streets). A formal application for employment will be required of all candidates who are selected for a personal interview. Please address your letter of interest and resume or application directly to:

San Jose State University Research Foundation
Attn: HR/Job Code  MLML TechCoord
210 North 4th Street
San Jose, CA  95112
E-mail: foundation-jobs@sjsu.edu
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The SJSURF has implemented California State University Executive Order 1083 (http://www.calstate.edu/eo/EO-1083.pdf ). By policy, all SJSURF employees are mandated reporters for suspected child abuse or neglect and are expected to undergo formal training in accordance with the directives of the Executive Order.

The SJSURF has also implemented California State University Policy Memorandum HR 2015 – 08 (http://www.calstate.edu/HRAdm/pdf2015/HR2015-08.pdf ).

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.