

The U.S. Fish and Wildlife Service **needs you!**

The Oregon Fish and Wildlife Office of the U.S. Fish and Wildlife Service is currently recruiting to fill a temporary position in the biological field. This is an entry level temporary position assisting staff biologists with multiple short term projects including but not limited to the following:

- # *Summarize species data into Excel spreadsheet, Access database and ArcInfo GIS layers for multiple species, involving data interpretation, map and aerial photo analysis*
- # *Compile master bibliography for extensive species library*
- # *Complete data input for plant site locations for multiple plant species*
- # *Gather photos and information on Species of Concern for use on USFWS/OFWO web page*

Skills Required:

Proficiency in Word, Excel, Access and ArcInfo programs (preferred); a working familiarity with Oregon flora, particularly Willamette Valley ecosystems; good organization skills and interpersonal communications skills; ability to work in a professional, team oriented environment.

Pay Rate:

\$13.23 per hour (equivalent to GS-5)
Sick and annual leave available;
Health/life insurance & retirement plans
unavailable



Minimum of 20 hours per week/ Max 40 hours per
pending school schedule

week

Positions Duration:

6 months - 2 years pending project completion

Minimum Educational Requirements:

4 academic years above high school leading to a Bachelor's degree OR Bachelor's degree

At the undergraduate level, successfully completed education that has not led to possession of a degree is credited based on it's relationship to 120 semester hours or 180 quarter hours. For example, 30 semester hours or 45 quarter hours is comparable to 1 year of undergraduate education. Four years of progressive study or 120 semester hours meets the

degree requirement for U.S. Fish and Wildlife Service regulations.

Current transcripts showing enrollment in at least half time status as well as documentation of current good standing is required.

Application Process:

Mail or fax a copy of a current resume with current transcripts and fall enrollment information to:

U.S. Fish and Wildlife Service
Attn: Elizabeth Daniels
2600 SE 98th Avenue, Suite 100
Portland, Oregon 97266

Fax: (503) 231-6195
Phone: (503) 231-6179

All applications must be received by September 17, 2004.