

## AQUATIC BIOLOGIST III

### I. IDENTIFYING INFORMATION

Position Number: 120823  
Department: Land and Natural Resources  
Division: Aquatic Resources  
Geographic Location: Sand Island, Oahu

### II. INTRODUCTION

*Function of this organizational unit:* To manage, conserve and restore the State's unique aquatic resources and ecosystems for present and future generations.

*Purpose of the position:* This position supervises lower level fishery positions in the performance of simple and complex technical assignments; and schedules and performs duties in support of the Division's programs, with emphasis on aquatic invasive species (AIS) and mitigation activities.

### III. MAJOR DUTIES AND RESPONSIBILITIES

#### A. Aquatic Resources and Environment Protection Program 90%

1. Sets schedules and work assignments; assists with field logistics; provides instructions as to work methods and procedures, and determines work priorities. [1][2]
2. Supervises lower level fishery positions; guides and coordinates subordinates' work; reviews progress and completed work; plans, directs and reviews work in progress for accuracy; develops specific work assignments for technical staff. [1][2]
3. Conducts and supervises AIS fieldwork on "Super Sucker" barges and other vessels; conducts removal of alien algae using mechanical and biological methods. [1][2]
4. Helps oversee mitigation and restoration field activities. [2]
5. Oversees/participates in dive operations ((utilizing SCUBA up to depths of 130 feet and/or snorkel) for AIS, mitigation and restoration purposes.[1][2]
6. Prepares and submits field activity reports.[1][2]
7. Investigates coral reef damage, marine debris rapid response, and other incidents of habitat destruction, including disease outbreaks; evaluates findings; prepares timely reports of results.[1][2]
8. Leads/participates in training activities to develop organism identification and survey methodology skills.[1][2]
9. Oversees compilation of data and performs preliminary data analyses to monitor project status and effectiveness.

10. Uses ArcGIS to develop spatial maps. [1][2]
11. Oversees operation and schedules maintenance of vehicles, boats, trailers, engines, air compressors, mechanical pumps, dive equipment, and other field equipment. [1][2]
12. Works and communicates with Division staff and other individuals researching AIS. [2]
13. Performs personnel management functions, e.g. trains staff, performs reviews, approves leaves; monitors disciplinary problems and recommends personnel actions to supervisors. [1][2]
14. Prepares a limited range of management reports and correspondence. [1][2]
15. Instructs new technical employees regarding organizational policy, procedures and work practices. [1][2]
16. Requisitions supplies, materials and equipment; maintains inventories. [1][2]

**B. Commercial Fisheries and Resources Enhancement** **2%**

1. As needed, assists/participates in field surveys above and/or under water using SCUBA up to depths of 130 feet or using snorkel. [2]
2. As needed, collects, counts and records data for analysis and assessments of aquatic habitats. [2]

**C. Recreational Fishery Programs** **3%**

1. As needed, assists/participates in field surveys above and/or under water using SCUBA up to depths of 130 feet or using snorkel. [2]
2. As needed, collects, counts and records data for analysis and assessments of aquatic habitats. [2]

**D. Other Duties** **5%**

1. Participates in public outreach programs; helps coordinate activities to focus awareness campaigns on AIS, aquatic resource mitigation, restoration and conservation. [1][2]
2. Performs other tasks and duties of comparable scope and difficulty. [1][2]

[1] The performance of this function is the reason that the job exists.

[2] There are limited employees among whom the performance of this function can be distributed.

[3] This function is highly specialized. Employees are hired for the skill/ability to perform this.

Evidence considered in determining essential duties included relevance and amount of time spent per task, consequences of not requiring a person to perform the task, nature of operation, importance of task related to overall program.

**Supervisory Responsibility**

Under general supervision this position involves supervising staff in Fishery Technician IV and III and Fishery Aid I and II positions, and/or temporary and part-time employees such as contractual hires, interns, summer aids and volunteers. The position provides instructions regarding work methods and procedures; reviews subordinates' work in progress and assesses work upon completion for accuracy and compliance with instructions.

<b>Supervises Position(s) No.</b>	<b>Title</b>
120814	Fishery Technician IV
120815	Fishery Technician IV
120816	Fishery Technician IV
120817	Fishery Technician IV

**IV. CONTROLS EXERCISED OVER THE WORK**

**A. Supervisor**

<u>Position No.</u>	<u>Class Title</u>
120822	Aquatic Biologist IV

**B. Nature of Supervisory Control Exercised Over the Work**

General administrative and technical supervision is exercised over this position by the Aquatic Biologist IV. Also, broad direction is provided through consultation with the LNR 401 Program Manager and cooperation with other professional staff.

**C. Nature of Available Guidelines Controlling the Work**

Hawaii Revised Statutes; Hawaii Administrative Rules and Administrative Policies; and applicable Federal Rules, Regulations and Policies; physical condition sufficient to meet medical and certification standards of the Department's Safe Practices Manual and Safety Program for SCUBA Diving; endurance; willingness to work long and irregular hours under unusual conditions and in remote areas.

**V. REQUIRED LICENSES, CERTIFICATES, ETC.**

Hawaii Driver's License  
Certified SCUBA Certificate  
CPR, First Aid, Emergency Oxygen administration

## VI. RECOMMENDED QUALIFICATIONS

**A. Knowledge:** Practical knowledge of fishery organisms, AIS and AIS threats to native ecosystems, equipment and practices standard for Hawaiian waters; principles, basic and limited special theory, techniques, equipment and standard practices of fishery management, based on training and experience in the area of specialization, and of supervisory principles and practices; knowledge of standard survey and sampling methods associated with fishery research; practical knowledge of organisms, identification, life history, etc.; thorough understanding of administrative policies, procedures and regulations of the organization; and a working knowledge of computers and generally used software programs.

**Desirable Knowledge:** AIS identification and survey methodologies; AIS containment, removal, or mitigation methodologies.

**B. Skills/Abilities:** Demonstration of supervisory aptitude (through work performance, supervisory training, or supervisor's evaluations); ability to serve as a group or team leader; basic level of independent professional work; ability to perform arithmetical computations rapidly and accurately; ability to communicate effectively with professional staff, technical staff, and the general public, verbally and in writing; ability to translate general direction into coordinated series of simple and complex tasks, developing verbal and written instructions for subordinates; ability to work cooperatively and effectively with other people. Certified completion of basic SCUBA training from a nationally recognized training organization (such as the National Association of Underwater Instructors—"NAUI," the Professional Association of Diving Instructors—"PADI," or equivalent).

**C. Education:** The position requires graduation from an accredited college or university with a major in fisheries biology, biological oceanography, zoology or a related biological science with a minimum of 24 semester credit hours in such courses as fisheries biology, ichthyology, limnology, biological oceanography, marine or freshwater ecology, invertebrate ecology or similar course applicable to the field of aquatic biology.

**Substitution:** Progressively responsible professional work experience in the fields of fishery or aquatic biology which demonstrates a good understanding of research and/or management techniques may be substituted for college on a year-for-year basis.

**D. Experience:** The position requires one year of Specialized Experience involving progressively responsible professional work experience in fishery or aquatic biology that involved the management, conservation, development, utilization and protection of aquatic resources, and/or scientific research dealing with aquatic resources and environment. At least one year of

experience must have been comparable to work at the next lower level in the State service.

Supervisory Experience: Work experience in the fields described above which involved (1) planning and directing the work of a technical nature, (2) assigning and reviewing such work, (3) advising subordinates on difficult problem areas, (4) timing and scheduling the work of subordinates, and (5) training and developing new employees.

**Substitution of Education for Experience:** Possession of a master's degree in fishery biology or biological oceanography from an accredited college or university may substitute for one year of specialized experience.

**E. Desirable Experience:** Training and supervising divers working within an AAUS (American Academy of Underwater Sciences) or equivalent Dive Program.

## VII. TOOLS, EQUIPMENT & MACHINES

Trucks, trailers, small boats, SCUBA equipment, cameras (digital, video), small machinery (pumps, compressors) and office equipment e.g. computer, printers, copier, scanner, calculator, adding machine.