Job Summary
Oversees the day-to-day operations of the Aquatic Ecology Lab at FIU. Works closely with PI, project leads, and graduate students

- Supervises and provides training to temporary, student employees, and lab interns on Laboratory and Data Entry procedures.
- Oversees data entry and all lab Standard Operating Procedures and coordinates changes with technicians.
- Conducts statistical Quality Control protocols for multiple monitoring datasets.
- Maintains and updates records of statistical codes, analyses, and data for all lab projects. Conducts statistical environmental assessments of data in SAS or R.
- Serves as shore contact for crews in the field and coordinates rescue operations with the Field Operations Coordinator and Boating Safety Officer.
- Performs essential duties in any emergencies such as hurricanes, storms, and/or any other university emergency closing. The employee is expected to be available to report to work as needed during university emergency closing with appropriate notification of a department administrator.
- Manages Laboratory field research. Works with project leads on coordination of field crews and work schedules to assure lab contracts are fulfilled.
- Assists in developing and implementing laboratory procedures. Interprets and implements operational procedures.
- Makes lab purchases and coordinates requisitions (maintains records).
- Manages payroll for employees and report hours to PI on a biweekly basis.
- Manages and renews permits and Institutional Animal Care and Use protocols.
- Drafts summary annual reports and time series plots for monitoring studies in the Everglades.
- Maintains lab safety protocols and standards and prepare for annual inspections and inventories.

Minimum Qualifications:
Bachelor’s degree.

Desired Qualifications:
- Education in Natural Sciences, Environmental Science, or related field.
- Experience with statistical analysis and coding (R and/or SAS)

Salary:
$42,000 - $52,000
Work Schedule:
Begin time: 8:30 AM
End time: 5:00 PM

Working Conditions:
- Fieldwork or Surveys Off-Campus
- Operating University Vehicles (all types)
- Required to spend 50% or more of time operating a computer
- Laboratory Work
- Must carry/lift up to 50 lbs.
- Able to work flexible hours in the often-harsh environment of South Florida

Pre-Employment Requirements:
- Criminal Background Check
- Driver's License Check

Other Information:
This is a time limited appointment which may be terminated at any time with 30 days’ notice.

For further information or to apply, please visit careers.fiu.edu and reference Job Opening ID #531440.

**Florida Statute 1010.35 - Screening Foreign Researchers**
Pursuant to Florida law, any citizen of a foreign county who is not a permanent resident of the U.S., or who is a citizen or permanent resident but is affiliated with or has had at least 1 year of employment or training in China, Russia, Iran, North Korea, Cuba, Venezuela, or Syria is subject to additional screening. Applicants meeting those criteria will be required to provide the following information in the application: every institution of higher education attended; all previous employment since the applicant’s 18th birthday; list of all published material, current and pending research funding from any source, including details about the research, your role, funding source, and amount; list and description of any non-university professional activities; any affiliation with an institution or program in a foreign country; a complete copy of your passport; the most recently submitted DS-160 (Online Nonimmigrant Visa Application).

**Clergy Notice**
In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, the University Police department at Florida International University provides information on crimes statistics, crime prevention, law enforcement, crime reporting, and other related issues for the past three (3) calendar years. The FIU Annual Security report is available online at: https://police.fiu.edu/download/annual-security-fire-safety-report/.

To obtain a paper copy of the report, please visit the FIU Police Department located at 885 SW 109th Avenue, Miami, FL, 33199 (PG5 Market Station).

**Pay Transparency**
Florida International University will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor’s legal duty to furnish information.

FIU is a member of the State University System of Florida and an Equal Opportunity, Equal Access Affirmative Action Employer all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.