

Opportunity Title: ArcGIS Data Specialist

Opportunity Reference Code: EPA-SSP-0029-10

Organization U.S. Environmental Protection Agency (EPA)

Reference Code EPA-SSP-0029-10

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Description **U.S. EPA Opportunity**

The EPA Environmental Research and Business Support Program has an immediate opening for a full-time ArcGIS Data Specialist position with the EPA facility in Gulf Breeze, FL.

What the EPA project is about


The Office of Research and Development at the EPA supports high-quality research to improve the scientific basis for decisions on national environmental issues and help EPA achieve its environmental goals. Research is conducted in a broad range of environmental areas by scientists in EPA laboratories and at universities across the country.


The National Health and Environmental Effects Research Laboratory (NHEERL) is the Agency's focal point for scientific research on the effects of contaminants and environmental stressors on human health and ecosystem integrity. Its research mission and goals help the Agency to identify and understand the processes that affect our health and environment and helps the Agency to evaluate the risks that pollution poses to human and ecosystems.

The Gulf Ecology Division (GED) is one of four ecology divisions supporting the strategic research mission of NHEERL. GED engages in research to develop innovative solutions for complex challenges to address EPA's most pressing needs in protecting human health and environment. GED conducts systems-based effects research to advance the science toward achieving sustainable communities, health and well-being.

What you will be doing


As a team member, you will receive hands-on administrative/scientific experience in support of a variety of special assignments and projects examining databases, conducting resilience assessments, preparing powerpoint presentations, literature and web searches, coordination with staffing on schedules, and a variety of activities involving internal


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and external communications for the Community Revitalization (Output 4), the Benefits from Remediation, Restoration and Revitalization Research Area (RA 9) within the Sustainable and Healthy Communities (SHC) Research Program of EPA's Office of Research and Development.

Required skills

- Excellent database and quantitative skills;
- Highly organized and self-started work habits;
- Academic coursework should include any science, preferably a mix of environmental sciences or sustainability-related curricula;
- Training and/or experience with a strong background in ArcGIS applications and the ability to manage the geodatabases;
- Experience with MS Excel, MS PowerPoint and MS Word;
- Experience compiling, organizing, and summarizing database information and conducting Internet searches; and
- Experience developing graphics, tables and other products for scientific reports and manuscripts.

How you will apply your skills

Primary duties

- Assisting with the development, management, analysis and maintenance of systems and databases to track scientific research;
- Developing procedures to maintain current and accurate data; and utilizing automated systems to enter, search, edit and extract data and information;
- Information research in various sources for current information on a variety of topics associated with resilience research and applications;
- Developing power point presentations;
- Identifying scientific achievements and activities for communication to various audiences;
- Providing assistance in writing and editing science articles and other communications materials including fact sheets, blogs, and talking points; and
- Providing assistance and coordination for SHC webinars that feature internal and external presentations for a broad audience of SHC participants.

Communication Related Duties

- Participating as a member of a multi-disciplinary research team.

Location: This job will be located at EPA's facility in Gulf Breeze, FL.

Salary: Selected applicant will become a temporary employee of ORAU and will receive an hourly wage of \$20.95 for hours

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worked.

Hours: Full time

Travel: Occasional overnight travel may be required.

Expected start date: The position is full time and expected to begin October 2019. The initial project is through May 14, 2020, with potential optional periods.









Working conditions: You will be supervised by a mentor who will provide day-to-day direction, as well as coach, advise, counsel and review your work.

For more information, contact EPAjobs@orau.org. Do not contact EPA directly.

Qualifications

- Be at least 18 years of age and
- Have at least a Bachelor's degree in computer science, statistics, biology, ecology, marine biology, zoology, chemistry, geography, social sciences, or a related field of study from an accredited university or college within the last 24 months and
- Be a citizen of the United States of America or a Legal Permanent Resident.

Eligibility Requirements

- **Citizenship:** LPR or U.S. Citizen
- **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree received within the last 24 months or currently pursuing.
- **Discipline(s):**
 - **Chemistry and Materials Sciences** (12 )
 - **Communications and Graphics Design** (1 )
 - **Computer, Information, and Data Sciences** (16 )
 - **Environmental and Marine Sciences** (13 )
 - **Life Health and Medical Sciences** (45 )
 - **Mathematics and Statistics** (10 )
 - **Other Non-Science & Engineering** (5 )
 - **Social and Behavioral Sciences** (28 )

Affirmation

I certify that I am at least 18 years of age; a recent graduate with at least a Bachelor's degree in computer science, statistics, biology, ecology, marine biology, zoology, chemistry, geography, social sciences, or a related field of study from an accredited university or college within the last 24 months; a citizen or a Legal Permanent Resident of the United States of America; and not a current employee of EPA ORD or the spouse or child of an EPA ORD employee.

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