EDWARDS AQUIFER AUTHORITY
JOB POSTING PVA #18-18

POSITION: Hydrologic Coordinator

STATUS: Full-time Exempt position

ANNUALIZED SALARY: $50,593.30

POSTING DATES: 07/24/2018 – 08/10/2018

APPLICATION: Is required and must be received by 4:30 p.m. on date of closing

WORKING HOURS: M – F (8:00 a.m. – 5:00 p.m.)

POSITION OPEN TO: Internal and external applicants

BASIC FUNCTION:
Performs data collection and compilation of hydrogeological data; maintains data collection equipment and systems; performs data analysis and prepares documents in support of the mission of the Edwards Aquifer Authority and Aquifer Science Research Program.

DESCRIPTION:
Coordinates and conducts the collection and compilation of hydrogeological data including water quality sampling of wells, springs and streams; measures water level and performs gauging in observation wells and surface streams; coordinates scheduling and sampling activities; collects and analyzes water quality, quantity, and geologic/hydrologic data and prepares periodic data reports; organizes and maintains quality-assured hydrogeologic data; contributes to various research projects including implementing research plans, organizing field work, and preparing technical reports; assists in the operation and maintenance of scientific instrumentation and databases; provides general and technical information to the public as requested; and performs other duties as assigned by the supervisor.

EDUCATION/EXPERIENCE REQUIREMENTS:
Bachelor’s degree in geology, hydrology, engineering, environmental science or related science field plus three years of relevant experience; or Master’s degree plus one year of relevant experience; experience in groundwater and surface water data collection and analysis; experience working with scientific equipment; knowledge of hydrogeologic procedures and practices; must have knowledge of personal computers, word processing, spreadsheet, and database applications; some experience in using scientific software applications to assemble and present scientific data; strong oral, written, time management and organization skills required; ability to exercise initiative, independent judgment and responsibility; a valid driver’s license; and the ability to operate a motor vehicle.

PHYSICAL REQUIREMENTS:
Job performance may require: listening, seeing, sitting, talking, reaching, pulling or pushing; frequent lifting, balancing, carrying, grasping, handling of items and equipment weighing up to 50 pounds; occasional standing, stooping, bending, crawling, and moderate to heavy walking in rough terrain requiring a high level of physical exertion; some irregular hours and long workdays and moderate levels of stress. Job may consist of up to 50% work in an office environment and 50% work outside that includes exposure to extremes in weather, rough terrain, such as brush, rocks, and hills, and may also include exposure to hazardous chemicals, insects, and snakes. Performance may also include work around construction sites, work along roadways, well drilling or other similar work sites.

Applications may be obtained from our website, www.edwardsaquifer.org, at the Edwards Aquifer Authority located at 900 E. Quincy, San Antonio, TX 78215 or by calling (210) 222-2204.

EOE/Drug Test Required
www.edwardsaquifer.org