

VACANCY ANNOUNCEMENT

Position: District Technician/Group & Urban Project Coordinator

Location: This position is offered by the Hancock Soil and Water Conservation District, 7868 Co. Rd. 140, Suite E, Findlay, Ohio. It is a full time position subject to a one year probationary period. The position will be under the administrative supervision of the Hancock SWCD Board of Supervisors. The day to day supervision will be under the Hancock SWCD Administrative Secretary. Applicant responsible for own transportation to the Soil and Water Office designated.

The position will include surveying, field work, laying out practices, construction checks, design, conservation planning. Applicants should have background in natural resource management, conservation practices, knowledge, experience or training in resource management and conservation practices, environmental science and agriculture with a minimum of an associate's degree or an equivalent combination of training and experience.

Computer Knowledge:

Good presentation, writing, and math skills required; good computer skills required with proficiency in Microsoft Office products; GIS (ArcView/Map) and AutoCad experience preferred.

Administrative Requirements:

Self-motivation, organizational skills, able to take direction from others, oral and written communication, ability to work with landowners and general public, team leadership and positive attitude and create a favorable image of the District while accomplishing the required tasks.

The position will require extensive field work and the ability to traverse uneven terrain by foot. A valid Ohio drivers license and the ability to obtain drive other car insurance will be required. Applicants will be contacted by phone for interview appointments. Background checks will be conducted and aptitude test could be administered.

Starting salary will be commensurate with education and experience. Benefits include health insurance, Medicare, Ohio Public Employees Retirement System, vacation, and sick leave.

All programs, services and activities of the Hancock Soil and Water Conservation District and the USDA Natural Resources Conservation Service are offered on a nondiscriminatory basis without regard to race, religion, color, national origin, sex, age, marital status or handicap.

Applicants should provide a resume, three non-family references and a cover letter indicating why you are interested in the position by May 28, 2008 to the Hancock SWCD, 7868 CR 140, Suite E, Findlay, Ohio 45840. Questions can be directed to Jean Ann Derr, Hancock SWCD, at jderr@hotmail.com or call 419-422-6569.