



# JOB ANNOUNCEMENT

*This announcement is being distributed pursuant to Section 3.01 of the District Personnel Manual.*

## **RESEARCH ASSISTANT** **(Seasonal Helper, Laboratory Department)**

**Final Filing Date:** Open Until Filled.

### **Application Process**

Interested individuals may download an application from the District website at [www.fightthebite.net/about/district-jobs/](http://www.fightthebite.net/about/district-jobs/). Failure to fully complete an application and the instructions in this job announcement may result in rejection from the process. Please direct all application materials to:

Sacramento/Yolo Mosquito and Vector Control District  
Attn: Research Assistant (Seasonal Helper)  
8631 Bond Road  
Elk Grove, California 95624  
(916) 685-1022

Or

Submit by e-mail to [Jobs@fightthebite.net](mailto:Jobs@fightthebite.net). Please attach the application materials as a Word or PDF file with the classification title Research Assistant (Seasonal Helper) in the subject line.

**Please Note:** As this position is Open Until Filled it is recommended that Applicants submit their application materials to the District as soon as possible. Applications will be reviewed periodically and applicants will be notified of their status in the recruitment process by e-mail and/or phone.

### **Job Description**

The Research Assistant (Seasonal Helper) is a temporary position that works under the direct supervision of the District Biologist and assists in the seasonal research and operations of the District Laboratory to benefit the goals and mission of the Sacramento-Yolo Mosquito and Vector Control District.

Candidates must be available to work a minimum of 40 hours per week, Monday through Friday. The term of the position is anticipated to begin in April and is expected to end on or about September 30, 2021. The term and scheduled days or hours may be increased or decreased depending upon the needs of the program and department.

**Illustrative tasks for this class vary by department assigned and may include, but are not limited to, the following:** Assists higher level laboratory or field personnel conducting studies and surveys; may sort and identify vector samples from surveillance devices; accurately records samples and updates surveillance databases; maintains, repairs, and deploys surveillance equipment and supplies used to collect/assess vectors or field samples; may assist in the maintenance of vector colonies, biological control agents, or other related colonies; communicates with the public and property owners on vector control and/or surveillance activities to be performed; refers complex public relations and property access issues to supervisor; collects and enters data into computers and mobile electronic devices, such as, but not limited to, smart phones, tablets, laptop and desktop computers; prepares documents and reports for review by supervisor; reads and interprets operational maps of zones and areas within the District; reports discrepancies or needed revisions to supervisor; drives automotive equipment outfitted with powered and hand spray equipment; depending upon the area of assignment, travels within the area by foot, bicycle, truck, ATV, trailers or other equipment following all District safety protocols and any applicable local, state, and federal vehicle or traffic laws; may apply biological or chemical control materials under direction and guidance of Biologist or supervisor; wears personal protective equipment and performs application of selected control product according to training, label, and applicable laws or regulation may be required to work overtime hours, weekends and holidays; may be exposed to infectious diseases associated with mosquitoes and other vectors.

A complete Job Description can be obtained from the Main District Office.

### **Minimum Qualifications**

*It is the applicant's responsibility to identify in their application materials how they meet the minimum qualifications listed below. Combinations of education, training, and experience may be considered qualifying at the sole discretion of the District.*

Education and Experience:

- A Bachelor's degree from an accredited four-year college or university in biological science or a closely related field is preferred.

Licenses or Certifications:

- Possession of a valid California drivers' license; must be insurable with the District self-insurance program; must maintain valid license and insurability throughout employment.

### **Position Status**

The vacancy is for a seasonal, temporary position. The specific term of temporary employment for a particular employee shall be determined by the Manager. An employee's employment will expire at the end of the seasonal employment term; however, temporary employees serve at the will of the District and may be terminated at any time without cause or prior notice. Temporary employees do not have the rights described in the Personnel Manual relating to disciplinary action and dismissal. The Manager may fill a temporary position pursuant to applicable provisions of the Personnel Manual.

**Examination and Selection Process**

Applicants selected for interviews will be based on an evaluation of qualifying training, education and experience included in the application materials. Meeting minimum qualifications does not guarantee selection for an interview. Those candidates selected for interviews will receive an invite for an in-person or video/teleconference interview to further assess training, experience and ability to perform the duties of the position. Selection will be based on a combined overall assessment of the interview and application.

Applicants selected for interviews must be available to interview using an online video/teleconference platform such as Google Meet or Zoom, between 7:00am and 3:30pm, Monday through Friday. Alternative interview times may not be offered.

**Medical Testing**

All persons selected for appointment must pass medical examinations administered by the District designated physician. Sacramento-Yolo Mosquito and Vector Control District is committed to maintaining a drug and alcohol free workplace.

**Compensation and Benefits**

The starting salary range for this position is \$16.00-20.00 per hour paid monthly. Salary will be determined at time of hiring. Seasonal, temporary employees do not receive medical or other employee benefits except when required by law. Seasonal, temporary employees receive Sick Leave pursuant to Assembly Bill 1522 (AB 1522), the Healthy Workplaces, Healthy Families Act of 2014. Workers compensation is provided and employees are protected under the Workers Compensation Laws of California.

**Equal Employment Opportunity** It is the policy of the District to provide equal employment opportunity to all applicants. All qualified applicants will be considered for employment without regard to race, religion, creed, color, national origin, ancestry, citizenship, physical or mental disability, medical condition, marital status, military or veteran status gender, age, sexual orientation, gender identity or gender expression, registered domestic partner status, genetic information, or any other basis that is protected under state or federal law.

Please contact the District at least five (5) working days before a scheduled examination or interview if you require accommodation in the examination or interview process.