



Title:
Wildlife Biologist/Planner

Level:
2

FLSA Status:
Non-Exempt

Division:
Solid Waste

Department/Location:
Landfill

Employment Status:
Regular Full Time

SUMMARY

This position reports to the Solid Waste Director in the Solid Waste Division. This position is responsible for all activities related to bird control activity at the ACUA landfill and compliance with all operating permits and conditions.

RESPONSIBILITIES

- Data collection, data entry and analysis using Microsoft Excel.
- Inspections of the Environmental Park and surrounding areas.
- Contract management with various consulting firms.
- Conduct research and prepare reports regarding solid waste management, recycling and bird management activities.
- Successful implementation of the ACUA Bird Control and Deterrent Plan. Filing reports and renewal applications regarding Depredation and Addling permits.
- Other responsibilities not associated with biological research include:
 - Manage the customer data system
 - Lead nature tours & tours of Environmental Park
 - Maintain and monitoring the ACUA Bluebird Trail.
 - Ensure work plans are prepared and communicated to employees at the time of hire and on a regular basis.
 - Ensure performance evaluations are completed in time, and are fair and accurate reflections of the work performed for the entire evaluation period.
 - Ensure that employees have the necessary resources needed to be successful within budgetary constraints.
 - Establish and maintain positive working relationships with co-workers, supervisors, subordinates, vendors, etc.
 - Understand and interpret Authority policies and procedures, and make rational decisions/recommendations in accordance with established policy.
 - Work in a safe manner and report unsafe activities and conditions. Follow the Authority safety policy and practices and make these a critical part of day to day operations.
 - Be accountable- submit responses to all requests for information by due date and meet deadlines.
 - Be on time for all meetings.
 - Perform other duties as directed by Supervisor.
- This is a safety sensitive position. A safety sensitive position is a job which includes work duties in which an employee's performance of the job impacts the safety of themselves or others. The term includes jobs where performing a task poorly or failure to perform it all could result in a safety incident. A person in a safety sensitive position must have the ability to perform a given set of tasks effectively without exception, on an ongoing basis.
- As needed and/or directed, assist the ACUA with its environmental mission and commitment to excellent customer service, to include but not limited to: serve in an advocacy role, help with site tours, attend events and activities that the Authority participates in or sponsors.
- Remain compliant with all training requirements for this position. The training requirements for this position are located on InsideACUA in the Employee Resources section (Blue Box) under Training Resources.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS

- A Bachelor's degree in Biological Science or Natural Resource Management

ESSENTIAL SKILLS, KNOWLEDGE, AND ABILITIES

- Valid driver's license in good standing
- Knowledge of bird behavior and habitat and wildlife management techniques
- Proficient in Microsoft Office Suite (Excel, Word, Outlook, & PowerPoint) and other computer software
- Exceptional verbal and written communication, presentation skills to successfully interact with state and federal agencies, customers, concerned citizens, and other research biologists

PREFERRED QUALIFICATIONS

- HAZWOPER 40 Hour Supervisors Training

PHYSICAL REQUIREMENTS



ACUA

Atlantic County Utilities Authority

The physical activities described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Essential functions are those functions that the employee who holds the position or the candidate that desires the position must be able to perform unaided or with the assistance of a reasonable accommodation. When possible, reasonable accommodations may be made for persons who are disabled under the law. Reasonable accommodations are those accommodations which, as defined under applicable State and Federal law, enable disabled individuals to perform the essential functions of their job title and to meet the Employer's expectations for the job title. While performing the functions of this job the employee:

Constantly communicates, converses and exchanges information with customers, the public and other employees in person, electronically and/or via telephone. Constantly operates computer devices and/or business productivity machinery. Must be able to remain in a stationary position for at least 50% of the time. Frequently moves about inside the office to access file cabinets, office machinery, etc. Frequently moves and transports supplies, materials, equipment and/or mechanical components up to 25lbs. Frequently moves and positions self for extended periods to work in tight, close, high and low workspaces. Frequently operates hand, power, and other mechanical or maintenance tools and equipment. Occasionally ascends/descends ladders. Must be able to operate test instruments and tools requiring manual dexterity and good visual acuity. Must be able to be exposed to or work under the following conditions: near moving parts and large machinery, fumes or airborne particles, toxic or caustic chemicals, work in areas with excessive vibration, loud noises and risk of electrical shock. Must have close, distance, color, peripheral and depth vision. Must be able to work safely at all times by observing all safety rules and regulations while utilizing all available safety equipment. Must be able to work in all outdoor weather conditions.

Job Description Acknowledgement

<i>Employee (Print Name):</i>	<i>Employee's Signature:</i>	<i>Date:</i>
<i>Supervisor (Print Name):</i>	<i>Supervisor's Signature:</i>	<i>Date:</i>