Elkhorn Slough Reserve Facilities Assistant

Elkhorn Slough Reserve

The Elkhorn Slough Reserve is excited to announce the Elkhorn Slough Reserve Facilities Assistant position!

This position is employed by the Department of Fish and Wildlife under the Wildlife Habitat Assistant Classification and will assist with habitat maintenance and restoration, facility maintenance, and program support activities required for the daily operation of the Elkhorn Slough Reserve. On-site residency is required.

Please share the attached job description with your networks and help us find a passionate Facilities Assistant to work at the Elkhorn Slough Reserve!

In order to be eligible for this position, you must either be transfer eligible or take and pass the Wildlife Habitat Assistant exam. Job Description, application, and job exam link:

https://calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=427152

Elkhorn Slough Reserve – Wildlife Habitat Assistant Description and Duties

Perform basic maintenance and repair tasks of equipment and buildings. Assist with management of public drinking water system. Perform small construction projects. Maintain inventories. Work with volunteers and work crews. Ensure public and staff areas are safe and accessible to include trails and areas around buildings and facilities.

Assist with the operation of the native plant greenhouse and nursery. Operate water control structures and maintain wildlife guzzlers.

Manage seasonal wetlands for endangered snowy plover at the Moss Landing unit of the Elkhorn Slough Ecological Reserve.

Assist with special events, volunteer habitat enhancement projects and other public outreach activities.

Behind the scenes: Assist with procurement and contracts acquisition. Oversee work of contractors on-site. Complete monthly vehicle usage and gas/diesel logs. Complete monthly visual inspection of fire extinguishers and AED's. Annual submittal of CalRecycle SARC report. Annual submittal of CERS HAZMAT report. Management of state-owned fleet and vessels.