

Opening Date: June 29, 2021
Closing Date: Open Until Closed
Work Location: Austin, Texas
Posting Number: 21-49R
Monthly Salary: \$3,081.34 - \$4,172.00*
Group/Class: B17/2456 - B19/2460
Travel %: 75%
Division/Department: WSC/SW/TexMesonet & Hydrosurvey
Number of Positions: 1

***Salary commensurate with experience and qualifications**
***Previous candidates must reapply**

JOB VACANCY NOTICE

Hydrographic Survey Analyst (Hydrologist I-II)

REPOST

*Texas Water Development Board, Stephen F. Austin Building
1700 North Congress Ave., Room 670, Austin, Texas 78701
Please contact Human Resources for accommodation requests.
Phone: (512) 475-2142
Apply at: Work in Texas www.workintexas.com OR
HR@twdb.texas.gov*

We offer a competitive compensation and benefits package including medical, dental, vision, 401(k), flexible spending, and flexible work hours so you can have a work/life balance! For more information about these benefits and more visit: <http://www.twdb.texas.gov/jobs/benefits.asp>

Veteran's Preference

Veterans, Reservists or Guardsmen with an MOS or additional duties that fall in the fields of 180X – RL Special Duty Officer, OAR15 – Marine Environmental Response, 1WOX1 – Weather, 15WX - Weather or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply.

Additional Military Crosswalk information can be accessed at
https://hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_NaturalResources.pdf

Job Description Summary

Performs routine to complex (journey-level) hydrological work and conducts field data collection to support the Hydrographic Survey Program, which furnishes lake owners and water planners with updated information about the storage capacity of state reservoirs for use in planning for the present and future water needs of all Texans. Work involves, but is not limited to: (1) assisting with the collection, processing, and dissemination of data related to lake volumetric and lake sediment surveys, (2) maintaining data collection equipment, vehicles, hardware, and software, and (3) developing working relationships with reservoir owners, private contractors, university professors, and hardware vendors to facilitate data collection. This job requires extensive travel at times. May train others. Works under moderate to general supervision, with limited latitude for the use of initiative and independent judgment. Reports to the Manager of the TexMesonet and Hydrosurvey department within the Surface Water Division.

Essential Job Functions

- Provides technical support of field studies, including planning, on-site work, equipment installation, and data acquisition, management, documentation.
- Transports and operates boats on Texas water bodies to collect sediment and bathymetric data.
- Collects, evaluates, and analyzes sediment core samples as part of field investigations and validates data using hydroacoustic equipment.
- Meets with reservoir owners and operators to initiate surveys and arrange logistical support.
- May create GIS files of river and reservoir bathymetry and performs data processing quality-control duties.

Female and minority applicants are encouraged to apply.

The Texas Water Development Board does not discriminate on basis of race, color, national origin, sex, religion, sexual orientation, age, or disability in employment or provision of services, programs, or activities.
Please visit TWDB Career Page: <http://www.twdb.texas.gov/jobs/> for more information.

Males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement. All offers of employment are contingent upon the candidate having legal authorization to work in the United States. Failure to present such authorization within the time specified by the U.S. Department of Labor will result in the offer being rescinded. Candidates must be eligible to work in the United States without requiring sponsorship. Only applicants interviewed will be notified of their selection or non-selection. Resumes will not be accepted in place of a completed State of Texas application unless indicated.

TWDB participates in E-Verify! Information from each new employee's Form I-9 will be provided to the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS) to confirm work authorization.

HR-002 (Non-Supervisory)
Revised 06/26/2020



The TWDB is in compliance with the Americans with Disabilities Act and makes reasonable accommodations for applicants and employees with disabilities. If a reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits of employment, please contact the Human Resources Division for assistance at (512) 475-2142. Deaf and hard of hearing applicants may contact our office via Relay Texas at 1-800-735-2989 (TTY/TDD).

Job Vacancy Notice (cont.)

Posting number 21-49R

- May edit and analyze survey data, using various data processing software packages, to quantify reservoir volumetric and sedimentation survey results and to produce area-capacity tables.
- May assist in the preparation of technical reports describing methodology, results, and recommendations of surveys, as assigned.
- Uses personal computers and hydroacoustic software/equipment, including GPS navigation systems.
- Requires workdays to occasionally exceed 8 hours, including early mornings and late nights.
- Requires work outdoors, in boats, possibly during inclement weather or under hot and cold temperatures.
- Must be willing to travel up to 75% of the time.
- Maintains confidential and sensitive information.
- Ensures individual and team files (electronic and hard versions) are appropriately maintained and timely disposed of in accordance with the agency's records retention procedures and schedule.
- Maintains required certifications and licenses and meets the continuing education needs and requirements of the position to include, attending mandatory training courses.
- May be required to operate a state or personal vehicle for business purposes.
- Performs other duties as assigned.

Minimum Qualifications

- One year of work experience in in field data collection of hydrology or water resources.
- Previous experience trailering and operating motorboats safely and independently.
- Experience using surveying tools, equipment, and instruments, including GPS systems (e.g., Trimble, Hypack, depth sounders, etc.).
- Relevant education and experience may be substituted on a year-for-year basis.

Preferred Qualifications

- Graduation from an accredited four-year college or university with a bachelor's degree in Hydrology, Natural Sciences, or a related field with emphasis in hydrology or water resources.
- Three or more years of experience in field data collection of hydrology or water resources.
- Experience using surveying tools, equipment, and instruments, including GPS systems (e.g., Trimble, Hypack, depth sounders, etc.).
- Three or more years of experience trailering and operating motorboats safely and independently.

Knowledge, Skills, and Abilities (KSAs)

- Knowledge of local, state, and federal laws and regulations relevant to Hydrosurvey; and of the principles and practices of public administration.
- Knowledge in the use of surveying tools, equipment, and instruments, including GPS systems (e.g., Trimble, Hypack, depth sounders, etc.).
- Knowledge of hardware interfacing and com port configuration.
- Skills in using Microsoft Office programs such as Word, Excel, and Access.
- Skills in use of internet, email, word processing, spreadsheet, presentation, and database software.
- Skills with mechanical and electrical equipment (i.e., boat motor, trailer, and electrical system maintenance).
- Skills in scientific data collection and management, particularly of hydrologic and sediment data.
- Skills in the use and calibration of electronic instrumentation.
- Ability to adhere to work schedules, follow procedures with respect to leave and submit accurate timesheets by prescribed deadlines.
- Ability to meet public/government officials to initiate surveys and request ancillary data pertinent to surveys.
- Ability to make mature, objective decisions and identify areas of potential problems.
- Ability to perform effectively and willingly when changes occur in scope and nature of the work and work environment.
- Ability to perform routine and non-routine work assignments accurately and on-time with little or no supervision.

Job Vacancy Notice (cont.)

Posting number 21-49R

- Ability to maintain documentation and filing systems.
- Ability to perform assigned duties and improve work habits and/or output.
- Ability to complete assigned work, on time, neatly and with infrequent errors.
- Ability to interpret policies, procedures, and regulations.
- Ability to provide prompt, courteous and accurate assistance and clear and concise communication to internal and external stakeholders both verbally and in writing.
- Ability to work and cooperate with others in a team environment.
- Ability to manage multiple tasks.
- Ability to stand/sit/move with no physical limitations or aids to perform activities such as retrieve/replace files in a large file system for boxes up to 50 lbs.
- Ability and willingness to travel 75% of the time, primarily within the State of Texas.
- Ability to operate a vehicle (state or personal) for state business and maintain a driver's license and driving record that complies with state and agency requirements.
- Ability to workdays that may exceed 8 hours, including early mornings and late nights.
- Ability to train others.

Remarks

- Copy of required academic transcripts and/or licensures and driving record must be submitted at the time of hire. Failure to provide required documentation will result in no further consideration for employment.
- Important Notice: Otherwise qualified candidates who are ultimately considered for potential employment with the Texas Water Development Board may be the subject of a request for any criminal history record information maintained by the Texas Department of Public Safety (DPS). Evidence of a criminal conviction or other relevant information obtained from the DPS shall not automatically disqualify an individual from employment with the Texas Water Development Board.