

EOL routinely hires undergraduate and graduate students to help with the operation and maintenance of EOL equipment during domestic and international field campaigns. The Position Description below is fairly generic and summarizes what kind of work usually needs to be performed. Additional tasks may be assigned depending on location, student background and skill level.

EOL Student Assistant positions are advertised on the UCAR Job website at <http://www.fin.ucar.edu/hr/careers/> around February/March of each year once field campaign schedules have been determined. Interested students are encouraged to regularly check the website. Additional inquires should be directed to Brigitte Baeuerle (baeuerle@ucar.edu or 303 497 2061).

Basic Function of Job:
EOL Field Campaign Student Assistants

Duties: Describe the primary work to be performed. List duties starting with those duties taking the greatest percent of time.	% of Time
<p>Operate and maintain EOL platforms and system during a field campaign with minimal supervision after initial training on site. Specific responsibilities often include:</p> <ul style="list-style-type: none"> • Launch weather balloons at predetermined schedules up to 8 times per day. Equipment will be operated 24/7. • Follow established procedures for the operation of EOL systems. • Maintain and check proper operations of all equipment daily incl. visual inspection of sensors and cables. • If necessary, conduct minor repairs of broken instrumentation instructed by EOL engineers and technicians via phone or email. • Document operations and activities on a daily basis in an organized and detail-oriented fashion. • Inspect initial data using EOL software such as Zebra and ASPEN. • Assure proper data collection, transmission and archival on a daily basis. • Assist in the training of other students/operators. • Help with manual setup and tear down of instrumentation as needed. • Act as resource for others. • Conduct public relations as necessary 	

DECISION MAKING&PROBLEM SOLVING - i.e., types of problems that are solved independently
Good problem solving skills and good judgment with minimal direction is required while working on field projects.
KNOWLEDGE/SKILLS/ABILITIES

<ul style="list-style-type: none"> • Excellent oral and written communication skills. • Detail oriented and well organized work approach. • Excellent work attitude and dedication to the project. • High level of maturity and responsibility a must. • Good people skill and a high degree of cultural awareness and respect. • Ability to work long hours, doing mundane and repetitious work. • Interested in the application of scientific instrumentation to meteorological field experiments • Ability to work independently after initial instructions and with minimal supervision. • Proficient in obtaining and conveying information. • Knowledge and skills in using PC systems, Window and UNIX operating systems. • Previous field experience especially with EOL systems a plus.

- Preference will be given to minority students.

EDUCATION & EXPERIENCE

Enrolled in a Community College or University.
Working toward a degree related to environmental sciences or engineering

OTHER REQUIREMENTS:

Ability to travel internationally and stay in the field for six to seven weeks at a time.
Ability to work in a hot and humid climate
Ability to work long and late hours several days in a row (on average 60 hours/week)
Ability to physically move heavy helium cylinders.
Drivers License, Passport and necessary immunizations needed
Has to comply with all UCAR policies