



## Mississippi Department of Marine Resources

**SOLICITATION:** **REQUEST FOR APPLICATIONS**

**RFA NUMBER:** 3140002153

**SMART NUMBER** 1450-20-R-RFQI-00015

**TO PROVIDE:** Oyster Aquaculture Intern

**ISSUE DATE:** February 14, 2020, 10:00 AM CST

**LOCATION:** Mississippi Department of Marine Resources  
1141 Bayview Avenue  
Biloxi, Mississippi 39530

**MDMR CONTACT:** Valerie McWilliams  
(228) 523-4118  
procurement@dmr.ms.gov

**CLOSING DATE AND TIME:** March 10, 2020, 10:00 AM CST

## **Introduction**

The Mississippi Department of Marine Resources (“MDMR”) is currently seeking an **Oyster Aquaculture Intern**. The intern will assist the MDMR ensuring efficient operation of an off-bottom oyster farm. The Oyster Aquaculture Internship provides an opportunity to share the enthusiasm for conservation and enhancement of the Mississippi Gulf Coast oyster industry. This position will work alongside employees of MDMR’s Office of Marine Fisheries to ensure efficient operation of an off-bottom oyster farm.

The MDMR manages all marine life, public trust wetlands, adjacent uplands, and waterfront areas to provide for the balanced commercial, recreational, educational, and economic uses of these resources consistent with environmental concerns and social changes.

## **Scope of Work/Job Duties**

The scope of work/job duties for this position will include:

- Assisting with various gear types and operating equipment;
- Data collection techniques for oysters, assessing mortality and grading by size;
- Assisting with setting larvae and operating nursery systems;
- Assisting with operating grow-out systems;
- Grading and packing market oysters;
- Assisting with setting larvae and monitoring the efficiency and health of young seed;
- Assisting in the operation of downweller/upweller nursery systems and undertake basic troubleshooting techniques;
- Assisting in the production of custom spawns destined for the commercial market; and,
- Performing other duties as assigned by the supervisor and/or Office Director.

## **Minimum Qualifications**

The minimum qualifications the MDMR is seeking for these positions include:

- **Education:** Must possess or be pursuing a Bachelors’ Degree in shellfish aquaculture, marine biology, coastal or marine science, marine ecology, resource management, including fish or wildlife management, biological or physical sciences from an accredited four-year college or university. If degree is in progress, the candidate must have a minimum of 32 hours college credit. As part of the application, please provide a copy of your transcript (unofficial copy is acceptable).
- **Other:** Must possess a valid driver’s license (Mississippi residents must have a Mississippi driver’s license). **Please Note:** Candidate should have completed the Mississippi Boater Safety Course if born after 1980. If the candidate has not completed the course, they will be required to complete the course taught by MDMR Marine Patrol after hire. MDMR will verify Driver's License and Boater Safety.

## **Knowledge, Skills, and Abilities**

The ideal candidate should have knowledge of the coastal habitat for marine fisheries and the various species typically found in Mississippi coastal waters. Candidate must be able to work well

individually, as well as within a team, and have good communication and organization skills. The candidate should have strong interpersonal skills, basic computer skills, excellent observational skills and problem-solving skills. The ideal candidate should demonstrate the ability to implement multiple project tasks simultaneously. The candidate should also be comfortable riding in small and large boats on open water and must be able to frequently lift and/or move up to 30 pounds repetitively.

This position requires working outdoors, under limited supervision, in remote and often uncomfortable environments (i.e. hot, humid, insects).

### **Compensation and Hours Worked**

This internship position pays \$10.00 per hour and is for 40 hours per week. This position is for up to 12 weeks, depending upon the intern's school schedule. **Please Note:** This position will not begin until June 1, 2020, or after, depending on the intern's school schedule.

### **Instructions for Applying**

- Complete and **sign** the attached Application (all requested information must be completed.)
- Attach a resume describing your education and prior work history, including relevant work experience.
- Attach a list of at least three references (name and current contact information). References familiar with your job performance skills are preferable. If MDMR is unable to contact your references based upon the contact information you provide, your application may be rejected.
- Attach a copy of your college transcript (an unofficial copy is acceptable).

You may submit your application packet (all of the above) in one of three ways:

- Via email to [procurement@dmr.ms.gov](mailto:procurement@dmr.ms.gov);
- Via U.S. mail, postage prepaid, to Procurement Office, Mississippi Department of Marine Resources, 1141 Bayview Avenue, Biloxi, MS 39530; or,
- Via hand delivery to the Procurement Office at the above address.

The **deadline** for receiving applications is **March 10, 2020 at 10:00 a.m.** Late applications will not be accepted. You may be required to interview in person at MDMR in Biloxi, Mississippi or by telephone.

### **Questions/Requests for Clarification**

All questions and requests for clarification must be submitted by email to Valerie McWilliams at [procurement@dmr.ms.gov](mailto:procurement@dmr.ms.gov)

The MDMR will not be bound by any verbal or written information that is not specified within this Request for Applications unless issued in writing by the Procurement Director.

### **Equal Opportunity Statement**

MDMR will select the candidate for these services without regard to political affiliation, race, color, handicap, genetic information, religion, national origin, sex, religious creed, age, or disability.