



Mississippi Department of Marine Resources

SOLICITATION: **REQUEST FOR APPLICATIONS**

RFA NUMBER: 3140002653

SMART NUMBER 1450-21-R-RFQI-00006

TO PROVIDE: Aquaculture Intern

ISSUE DATE: March 24, 2021, 10:00 AM CST

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

MDMR CONTACT: Rickey Kinnard
(228) 523-4147
procurement@dmr.ms.gov

CLOSING DATE AND TIME: April 7, 2021, 10:00 AM CST

Introduction

The Mississippi Department of Marine Resources (“MDMR”) is currently seeking an Aquaculture Intern for the Lyman Fish Hatchery in Gulfport, Mississippi.

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 these positions will include:

- Assisting with analyzing water quality, as needed, in re-circulating aquaculture systems;
- Processing water quality samples;
- General maintenance and operation of equipment;
- General lab and facility organizing/cleaning (washing glassware, tanks, etc.);
- Feeding marine animals and working with food to assess quality and quantity;
- Observing marine animals and systems with the intent to correct problems as soon as they are detected;
- Transferring and acclimating fish for pond grow out;
- Field work for harvesting, collecting, tagging, releasing, and monitoring marine animals;
- Conducting, recording and reporting data and experiments;
- Assisting in the construction of water, holding, and treatment systems, including reservoirs; and,
- Other duties as assigned by the Supervisor and/or Office Director.

Considerable outside work is involved with this position, often under extreme weather conditions, including extreme heat, wind, and rain. The position requires an individual that can endure the rigors of physically challenging tasks often performed in harsh weather conditions.

Minimum Qualifications

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

- **Education:** Must possess or be pursuing a Bachelors’ Degree in biology, marine science, botany, geography, ecology, environmental science, chemistry, forestry, wildlife biology, or a related field from an accredited four-year college or university. If degree is in progress, the candidate must have at least 32 hours of college credit. As part of the application, please provide a copy of your transcript (unofficial copy is acceptable).
- **Experience:** Please include any training or skills related to this position in your application.

- **Other:** Must possess a valid driver’s license (Mississippi residents must have a Mississippi driver’s license). MDMR will verify the driver’s license.

Knowledge, Skills, and Abilities

The ideal candidate should have previous coursework in biological sciences and knowledge of water chemistry. Candidate must be able to work well individually, as well as within a team. The candidate should have strong interpersonal skills, basic computer skills, excellent observational and problem-solving skills, and a keen interest in aquaculture. This position will require interaction with faculty, staff, research scientists and some interaction with the public. The candidate should demonstrate the ability to implement multiple project tasks simultaneously. Candidate 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

These internship positions pay \$10.00 per hour and are for 40 hours per week. The positions are for up to 12 weeks, depending on the intern’s school schedule.

Instructions for Applying

- Complete and **sign** the attached Application (all requested information must be completed.)
- All applications should be marked: **“Application for Aquaculture Intern”**
- Attach your 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;
- 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 **April 7, 2021 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 Rick Kinnard at 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.