 **Mississippi Department of Marine Resources**

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| **SOLICITATION:** | **REQUEST FOR APPLICATIONS** |
| **RFA NUMBER:** | 3140003424 |
| **SMART NUMBER** | 1450-23-R-RFQI-00005 |
| **TO PROVIDE:** | Aquaculture Intern |
| **ISSUE DATE:** | March 16, 2023, 10:00 AM CST |
| **LOCATION:** | Mississippi Department of Marine Resources<br>1141 Bayview Avenue<br>Biloxi, Mississippi 39530 |
| **MDMR CONTACT:** | Janie Ballew<br>(228) 523-4118<br>procurement@dmr.ms.gov |
| **CLOSING DATE AND TIME:** | March 29, 2023, 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 Aquaculture Intern will assist the Lyman Fish Hatchery with warm water marine species rearing of juveniles for stock enhancement and scale commercial grow out. Operations include broodstock management, live feeds production, larval and juvenile husbandry, health management, operation of artificial seawater pond systems, and execution of experimental protocols. Activities require live food production including algae, rotifers, and zooplankton. This includes routine husbandry activities for several marine species from the larval stage through juvenile and into large-scale grow out. Knowledge of water chemistry and pond culture is desired.

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 experiments and recording and reporting data from same;
- 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 this position include:

- **Education**: Must possess or be pursuing a Bachelor's Degree in biology, marine science, botany, ecology, environmental science, chemistry, forestry, wildlife biology, or a related field from an accredited four-year college or university. 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).
- **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 will have previous coursework in biological sciences and knowledge of water chemistry. The 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 skills 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. The candidate must be able to frequently lift and/or move up to thirty (30) pounds repetitively.

## Compensation and Hours Worked

This internship position pays $14.00 per hour and is for 120.4 hours per month. The position is for up to 8 weeks, depending on the intern's school schedule.

## Instructions for Applying

- Complete and **<u>sign</u>** 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](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 29, 2023 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 Janie Ballew 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 candidates for these services without regard to political affiliation, race, color, handicap, genetic information, national origin, sex, religious creed, age, or disability.