

News Release

The U.S. Fish and Wildlife Service
South Florida Ecological Services Office
1339 20th Street
Vero Beach, Fla. 32960

Nov. 15, 2010

For Immediate Release

Contact: Ken Warren, (772) 562-3909, ext. 323

STUDENT SUMMER JOBS AVAILABLE AT U.S. FISH & WILDLIFE SERVICE'S OFFICE IN VERO BEACH

VERO BEACH, Fla. -- The U.S. Fish and Wildlife Service's Office here is accepting applications for the Student Temporary Employment Program (STEP) until Dec. 15, 2010.

The U.S. Fish and Wildlife Service's mission is working with others to conserve, protect, and enhance fish, wildlife, and plants and their habitats for the continuing benefit of the American people. STEP provides opportunities for students to gain valuable work experience that supports the occupational fields of Fishery and Wildlife Management, Geographic Information Systems (GIS) and administrative support. Duties may include such activities as data entry, GIS, information technology, reviewing proposed land management actions, compiling Freedom of Information Act requests, records management, Endangered Species compliance monitoring and public outreach activities.

Pay Scale: The pay ranges from \$9.59 per hour to \$10.45 per hour based on the duties performed and qualifications of the student.

Time Frames and Location: Part-time and full-time positions are available at the South Florida Ecological Services Office in Vero Beach beginning in the summer of 2011 -- possibly extending up to one year.

Eligibility Requirements: Applicants must be U.S. citizens and at least 16 years old. Applicants must be high school graduates and accepted for enrollment, or enrolled, as a degree-seeking student at an accredited technical or vocational school, or 2- or 4-year college or university. If the student is enrolled, they must be taking at least a half-time course load as defined by the school.

(more)

Applicants must provide all of the following:

- A cover letter indicating their field of interest, work schedule, and the time frame when they're interested in working [e.g., part-time (with the number of hours/week available), full-time during the summer, or a combination of full time in the summer and part-time throughout the academic year.]
- A resume describing past/present school and work experiences, and any letters of reference.
- College students should submit a copy of their most recent official transcript, upcoming school schedule and letter of good standing from their school.
- High school graduates must submit a copy of the acceptance letter for the upcoming school year to attend an accredited technical or vocational school, college or university.
- Veterans wishing to receive preference must indicate eligibility and include a DD-214.
- Submit [Common Form 3046-0046](#)

Mail to: U.S. Fish and Wildlife Service
ATTN: Terri Johnson
1339 20th St., Vero Beach, FL 32960

E-Mail to: terri_johnson@fws.gov

Incomplete application packages won't be considered. All required information must be received via mail or e-mail by Dec. 15, 2010.

Applications will be referred to the selecting officials based on the student's qualifications. Because a high number of applications are expected, only applicants selected for interviews will be notified. The selection process is expected to be finished by Feb. 28, 2011. Selected applicants will be contacted by the Service's Regional Office in Atlanta before June 1, 2011.

This announcement can be found at our office's website, shown above. For more information, contact Ken Warren at ken_warren@fws.gov or go to www.fws.gov/verobeach to view the job announcement. No phone calls please.

The U.S. Fish and Wildlife Service is an Equal Opportunity Employer.

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