Position Description Form (PDF)

College: Sir Sandford Fleming

Incumbent's Name:

Position Title: Research Technologist- CIAP – APP D Payband: I

Position Code/Number (if applicable): S00652

Scheduled No. of Hours____35_____

Appointment Type: ____X _____ 12 months _____lessthan 12 months

Supervisor's Name and Title: Brett Goodwin, Vice-President, Applied Research & Innovation

Completed by: Mary Lou McLean Date: October 9, 2020

Signatures:

Incumbent: Date:
(Indicates the incumbenthas read and understood the PDF)

Supervisor: Date:

Instructions for Completing the PDF

1. Read the form carefully before completing anyofthe sections.

2. Answer each section as completelyas you can based on the typical activities or requirementsof the position and not on exceptionalor rare requirements.

3. If you have any questions, refer to the documententitled "A Guide on How to Write Support Staff Position Description Forms" or contactyour Human Resourcesrepresentation for clarification.

4. Ensure the PDF is legible.

5. Responses should be **straightforward and concise using simple factual statements.**

Position Summary

Provide a concise description of the overall purpose of the position.

The Research Technologistplays a key role in applied research projects at the Centre for Innovative Aquaculture Production (CIAP), including installing, operating and decommissioning a wide range of experiments, technologiesand analyses at the centre and in the field. The incumbentwill lead and contribute to general daily husbandry for the entire facility and for all aquatic species used in research. In collaboration with the Research Scientist, the incumbentwill support projectrequirementsaccording to projectplans, including tracking projectdeliverables, monitoring experiments, recording and summarizing data, performing basic statistics, writing data reports and providing Research Scientistand VP, Applied Research & Innovation with regular updates. As well, the Research Technologistwill play a key role in the daily operations of the new research facility and be a key participantin its construction and maintenance, including working with external vendors, contractors and internal departments, such as Physical Resources and Purchasing.

Duties and Responsibilities

Indicate as clearly as possible the significant duties and responsibilities associated with the position. Indicate the approximate percentage of time for each duty. Describe duties rather than detailed work routines.

	Approximate % of time annually*
1. Facilities & Equipment The incumbentwill assist with installing and maintaining equipmentand infrastructure, undertake trouble-shooting and repair work, lead installations and builds, monitor water quality parameters associated with recirculation technology and make adjustments to optimize water quality as required. The incumbentwill maintain records, recommend and perform service as required and respond to the adaptive managementapproach to the research and rearing of various speciesof fish and aquatic invertebrates In addition, the incumbentwill adapt and modify facilities and equipmentto address new projects and purchase equipmentunder approval of the Vice-President, Applied Research & Innovation and within set timelines. Working with the Office of Applied Research & Innovation, the Incumbentwill provide equipmentspecifications (Request For Proposal details) required for equipment procurementor price estimates to be used for grant proposals. Working with Physical Resources, and external contractors the incumbentwill provide guidance and expertise on the installation and set-up of new equipment and projects, as well as the decommissioning ofprojects and equipment. The incumbentwill provide support for research and maintenance occurring in the Frost teaching hatchery as required.	35%

2. Project work. The incumbentwill assist with the implementation and monitoring of a variety of simultaneousresearch projects by following proper animal husbandry guidelines and in strict accordance with the regulations set out by the Canadian Council on Animal Care. In addition, the incumbentwill participate with the Research Scientist in partner meetingsand project planning sessions to provide feedback in relation to methodologiesand modification of product studies and experimental designs.	30%
3. Research Data & Quality control The incumbentwill ensure integrity of data collected through laboratory methods and ensure it is recorded and backed up in accordance with accepted laboratory procedures. This includes verifying and reporting data anomaliesand project issues in a timely and professional fashion (daily or weekly data reporting to the Research Scientist), offering insight into data which falls outside of the expected normal range and ensuring data is traceable and accessible. The incumbentwill also provide summariesand initial results as required for all projects as well as tables and figures to support final reports and publications. The Research Technician will follow quality control (assurance) measuresto ensure repeatability and data integrity, including the creation and maintenance of tracking systems related to fish and data, performing basic statistics and writing data reports.	15%
4. Research Centre Operations The incumbentwill perform and direct daily fish culture routines as well as intermittent procedures, as required in rearing, maintaining, and monitoring healthy fish stocks to support research projects. As part of this function, the incumbentwill be responsible for the creation of standard operating procedures to ensure continuing of operations in the research hatchery. In collaboration with other CIAP staff, the incumbentwill provide input on projectdesign, logistics and overall facility production planning, on a weekly to annual timescale	10%
5. **Other duties as assigned**.	5%

* To help you estimate approximatepercentages:

½ hour a dayis 7%	1 hour a day is 14%	1 hour a week is 3%
½ daya weekis 10%	½ daya monthis 2%	1 day a month is 4%

1 week a year is 2%

1. Education

A. Checkthe box that best describes the **minimum** level of **formal** education that is required for the position and specify the field(s) of study. Do not include on-the-job training in this information.

□ Up to High School □ 1 year certificate □ 2 year diploma

□ Trade certification X 3 year diploma / degree □ 4 year degree or 3 year diploma / degree plus professional certification

□ Post graduate degree (e.g. Masters) or 4 years degree plus professional certification

□ Doctoral degree

Field(s) of Study:

Aquaculture, Fish & Wildlife;

B. Checkthe box that best describes the requirementfor specific course(s), certification, qualification, formal training or accreditation in addition to and not part of the education level noted above and in the space provided specify the additional requirement(s). Include only the requirementthat would typically be included in the job posting and would be acquired prior to the commencementof the position. Do not include courses that are needed to maintain a professional designation.

X No additional requirements	
□ Additional requirements obtained by course(s) of a total of 100 hours or less	
□ Additional requirements obtained by course(s) of a total between 101 and 520 hours	
□ Additional requirements obtained by course(s) of a total of more than 520 hours	

2. Experience

Experience refers to the minimum time required in prior position(s) to understand how to apply the techniques, methods and practices necessaryto perform this job. Thisexperience maybe less than experience possessed by the incumbent, as it refers only to the minimum level required on the first day of work.

Checkthe box that best captures the typical number of year of experience, in addition to the necessary education level, required to perform the responsibilities of the position and, in the space provided, describe the type of experience. Include any experience that is part of a certification process, but only if the work experience or on-the-job training occursafter the conclusion of the educational course or program.

□ Less than one (1) year	
□ Minimum ofone (1) year	
□ Minimum oftwo (2) years	•
X Minimum ofthree (3) years	• Experience with data collection (remote logging devices; launching, calibrating, servicing, recovering data) • Experience with fish handling and methodsof capture, • Experience operating a recirculating fish hatchery. • Mechanical aptitude (handling quartz tubing, UV lamps and internal hatcherysystems), Supervisory Control and Data Acquisition (SCADA) and aptitude in related electrical components. Computer skills. • Preferred knowledge of and training in First Aid, CPR, WHMIS, Confined Spaces Awareness
□ Minimum of five (5) years	
□ Minimum ofeight (8) years	

3. Analysis and Problem Solving

Thissection relates to the application of analysis and judgementwithin the scope of the position.

The following charts help to define the level of complexity involved in the analysis or identification of situations, information or problems, the steps taken to develop options, solutions or other actions and the judgementrequired to do so.

Please provide up to three (3) examples of analysis and problem solving that are regular and recurring and, if present in the position, up to two (2) examplesthat occur occasionally:

	#1 regular & recurring
Key issue or problem encountered.	Disease Pathogen: Fish health is deteriorating, and incumbentmustrespond to and effectively control emergency situation.
How is it identified?	Observation, elevated mortalities, changesin fish behaviour, reference to previous records, microscopy
Is further investigation required to define the situation and/or problem? If so, describe.	Elimination of causes. Further investigation may include consultation with external experts, Research Scientist, hatchery staff, pathologystaff, Ministry of Natural Resources (MNR) fish culture staff.
Explain the analysis used to determine a solution(s) for the situation and/or problem.	Incumbentuses understanding of target disease organisms (for the species) and monitoring techniques. Confirmation of the disease or condition is made in consultation with experts (pathology lab). The incumbentmaydetermine a course of action by referring to written proceduresand personal communications, expert Ministry advice from fish culture staff.
What sources are available to assist the incumbentfinding solution(s)? (eg. past practices, established standards or guidelines).	Standard Operating Procedures(SOP); Animal Use Protocols; past practices, faculty, Research Scientist, hatchery staff, operations manuals, MNR protocols

3. Analysis and Problem Solving

	#2 regular & recurring
Key issue or problem encountered	Water chemistry: Water quality parameters measure outside of acceptable tolerances.

How is it identified?	Regular measurementsperformed by CIAP personnel, evaluated by the incumbent, using devices - tensiononometersto monitor dissolved gas, etc.
Is further investigation required to define the situation and/or problem? If so, describe.	Further investigation to determine the cause, and mitigation of the problem. Forward and backward problem solving to eliminate causes.
Explain the analysis used to determine a solution(s) for the situation and/or problem.	The incumbentisolates the cause by re-testing, checking that measuring equipmentis calibrated, and isolating the source of the problem– mental flow chartof “if-then” solutions. Identify supersaturated dissolved gases from well water supply. Researches, purchases, installs and tests various configurations to improve survival and growth of eggs/sac fry e.g. design and test a new degasser system.
What sources are available to assist the incumbentfinding solution(s)? (eg. past practices, established standards or guidelines).	SOP, Past Practices, Texts, Previous Records, Established Standards. Scientific studies. Specialized system configuration that mayhave no prototype. Consults with the Research Scientist, external specialists and supervisor (VP) as required, for confirmation of results and action to be taken.

	#3 regular & recurring
Key issue or problem encountered	Mechanical systems: Specialized aspects of rearing various research species requires constant monitoring and adjustment of mechanical systems and water chemistry analysis.
How is it identified?	Water chemistryanalysis, increased mortalities, failure to convert from egg to sac fry to swim up life stage. Sensitivity to water chemistry during the early rearing processes (incubation to sac fry stage) is highly variable and can require frequent adjustments
Is further investigation required to define the situation and/or problem? If so, describe.	Consideration of additional filters and mechanical mixing systems. The incumbentinvestigates options and methods by networking with industry experts and consulting scientific papers.
Explain the analysis used to determine a solution(s) for the situation and/or problem.	Individual groups of fish in each tank have differing requirements for feed arrangements, assessments of development stage, and water quality aspects depending on life stage (e.g. fry vs. yearling). The incumbentmakes judgementshourly to daily during early stages as to various environmental requirements.

What sources are available to assist the incumbentfinding solution(s)? (eg. past practices, established standards or guidelines).	SOP, Past practices, Research Scientist, hatchery staff in other facilities, industry experts, texts, operationsmanuals. Larger system changesare done in consultation with Research Scientist & VP

4. Planning/Coordinating

Planning is a proactive activity as the incumbentmustdevelop in advance a method of acting or proceeding, while coordinating can be more reactive in nature.

Using the following charts, provide up to three (3) examples of planning and/or coordinating that are regular and recurring and, if present in the position, up to two (2) examplesthat occur occasionally:

	#1 regular & recurring
List the projectand the role of the incumbentin this activity.	Oversee the continuousoperation and functionality of all mechanical systems, back-up, and alarm systems
What are the organizational and/or projectmanagementskills needed to bring together and integrate this activity?	The incumbentmustdevise and maintain a processof monitoring, testing regular maintenance, and servicing of existing mechanical systemsand pumps in a complex recirculating hatcherywith very narrow water chemistry parameters. This involves monitoring and maintaining ultraviolet sterilizer systems and valve manipulation -as well as record keeping, producing updated record systems (computer –based), communicating with service personnel via phone and email.
List the types of resources required to complete this task, project or activity.	SOPs, Animal Use Protocols, past practices, records, service manuals, industry contacts
How is/are deadline(s) determined?	Deadlinesare determined by observing service dates, regular test dates, and immediacyof repairs required by in-house or outside service personnel.
Who determines if changesto the project or activity are required? And who determineswhether these changeshave an impacton others? Please provide concrete examples.	Changes are made in consultation with the Research Scientist and the Physical Resources Department.

4. Planning/Coordinating

	#2 regular & recurring
List the projectand the role of the incumbent in this activity.	Plan and lead experimental activities in consultation with the Research Scientist.
What are the organizational and/or project managementskillsneeded to bring together and integrate this activity?	Incumbentmust maintain CIAP centre recordsof research experiments and lead activities associated with running of the experimentas outlined in the project plans, experimental plans, SOPs developed in coordination with the Research Scientist. Coordination will involve collaborating with other CIAP staff to carry out the requirementsstated in these documents, making sure they are completed on time and completed correctly. The incumbentwill also be responsible for data review and entry, development of final data reports, and at times communicating results with clients.
List the types of resources required to complete this task, project or activity.	CIAP manuals, experimental handbooks, science journals, internet sources, as well as Fleming personnel
How is/are deadline(s) determined?	Deadlinesare determined by projectagreementsand in consultation with the Research Scientist, industry partners and project collaborators.
Who determines if changesto the projector activity are required? And who determines whether these changeshave an impacton others? Please provide concrete examples.	The incumbent, in collaboration with the Research Scientist will determine if these changesare required and if they impactother areas, which could include changing of the project plan or informing partners of delays.

	#3 regular & recurring
List the projectand the role of the incumbent in this activity.	Responsible for inventory control in the CIAP.
What are the organizational and/or project managementskillsneeded to bring together and integrate this activity?	The incumbentwill need to be able to proactively evaluate and monitor the amountof supplies required for current research and be able to forecast for coming projects. The incumbentwill need to work with other CIAP staff to collaborate on purchasing, and stocking of supplies.
List the types of resources required to complete this task, project or activity.	Inventory control spreadsheets will be used as a resource and will be used to keep inventory up to date. As well, the incumbentwill accesssupplier websites for pricing.

How is/are deadline(s) determined?	For projects, deadlinesare determined in collaboration with the Research Scientist and other CIAP staff. Other deadlines for orders can be determined based on urgencyof need to meet research requirements.
Who determines if changesto the projector activity are required? And who determines whether these changeshave an impacton others? Please provide concrete examples.	If supplies are not available, the incumbentwould discuss with the Research Scientist and as soon as possible who will evaluate options and determine if it will have an effect on projectoutcomes.

4. Planning/Coordinating

	#1 occasional (if none, please strike out this section)
List the projectand the role of the incumbent in this activity.	The incumbentwill be responsible for planning and coordinating research work that takes place in the field at partner locations. Thiswill involve planning all logistics, including travel, accommodations, vehicle rental, staffing, equipmentand supplies needed.
What are the organizational and/or project managementskillsneeded to bring together and integrate this activity?	The incumbentwill need to be able to proactively evaluate the amount of resources required for the field work in terms of time, people, equipmentand supplies and plan well ahead of the trip to ensure nothing is missed. The ability to proactively schedule and order what is needed for the trip and to ensure the safe transport of people and supplies is essential.
List the types of resources required to complete this task, project or activity.	Project plans, websites, vendor supply lists, Excel
How is/are deadline(s) determined?	Determined by the deliverables set out in the projectplan
Who determines if changesto the projector activity are required? And who determines whether these changeshave an impacton others? Please provide concrete examples.	This is determined by the incumbentin collaboration with the Research Scientistand the industry partner. For example, if a 3-day sampling trip is interrupted due to poor weather, a decision would need to be made whether enough data was collected or if an extra day should be added to the trip. The incumbentwould have good knowledge of whether the data collected wassufficient for the research.

	~~**#2 occasional** (ifnone, please strike out this section)~~
List the projectand the role of the incumbent in this activity.	
What are the organizational and/or project managementskillsneeded to bring together and integrate this activity?	
List the types of resources required to complete this task, project or activity.	
How is/are deadline(s) determined?	

Who determines if changesto the projector activity are required? And who determines whether these changeshave an impacton others? Please provide concrete examples.	

5. Guiding/Advising Others

Thissection describes the **assigned responsibility** of the position to guide or advise others (e.g. other employees, students). Focuson the actions taken (rather than the communication skills) that directly assist others in the performance of their work or skill development.

Though Support Staff cannot formally "supervise" others, there may be a requirementto guide others using the incumbent's job expertise. This is beyond being helpful and providing ad hoc advice. It must be an assigned responsibility and must assist or enable others to be able to complete their own tasks.

Checkthe box(es) that best describe the level of responsibility assigned to the position and provide an example(s) to support the selection, including the positions that the incumbentguidesor advises.

Regular & Recurring	Occasional	Level	Example
X	□	Minimal requirementto guide/advise others. The incumbentmaybe required to explain proceduresto other employees or students.	Incumbentwill be required to explain hatchery proceduresto student workers, new lab technicians and others that may be using the CIAP facilities.
X	□	There is a need for the incumbentto demonstrate correctprocesses/ proceduresto others so that they can complete specific tasks.	Demonstrates safe and proper use of hatchery equipment. Provides training on installations and decommissions
□	X	The incumbentrecommendsa course of action or makes decisions so that others can perform their day-to-day activities.	Reviews and develops safety protocols prior to the start of a projectrelating but not limited to sample collection and technologyoperations. Coordinates the efforts of projectteam members(students and technicians), monitoring tasks and ensuring project stays on schedule. Utilizes expertise to assist technicians and other staff by designing procedures, protocols and methods and recommend the best course of action for others.
□	□	The incumbentisan active participant and has ongoing involvement in the progress of others with whom he/she has the responsibility to demonstrate correctprocesses/proceduresor provide direction.	

□	The incumbentisresponsible for allocating tasks to others and recommending a course of action or making necessary decisions to ensure the tasks are completed.	.

6. Independence of Action

Please illustrate the type of independence or autonomy exercised in the position. Consideration is to be given to the degree of freedom and constraints that define the parameters in which the incumbentworks.

What are the instructions that are typically required or provided at the beginning of a work assignment?	
Regular and Recurring	Occasional (if none, please strike out this section)
Discussion of short and long term projectgoals. Overall definition of short an intermediate term production targets such as expected survival rates, growth rates.	Adjustments of techniques, adaptation of processes, refinementof methods

What rules, procedures, past practices or guidelines are available to guide the incumbent?	
Regular and Recurring	Occasional (if none, please strike out this section)
Past practices, historical data, hatchery technologist, industry experts	Raising certain research species is part of a species restoration program that has evolved from DNA research to reintroduce an extirpated species -- when new strains are developed (by MNR), the processof successfully raising the species through the incubation stage and beyond is trial and error for which there is no precedentfor this species.

How is work reviewed or verified (eg. feedback from others, work processes, Supervisor)?	
Regular and Recurring	Occasional (if none, please strike out this section)
Feedbackfrom Research Scientist, industry partners and other CIAP staff	

6. Independence of Action

Describe the type of decisions the incumbentwill make in consultation with someone else other than the Supervisor?	
Regular and Recurring	Occasional (if none, please strike out this section)

Equipping research centre as needed for project work and maintenance of facilities will require ordering appropriate equipmentand supplies – requiring decisionsand extensive consultation with other supply companies, and outside labs. Other examplesinclude consulting Fleming personnel in other departments concerning routine operational matters and making appropriate decisions (e.g. making decisionsas needed for IT needs or requesting something from facilities, etc.)	

Describe the type of decisions that would be decided in consultation with the Supervisor.	
Regular and Recurring	Occasional (if none, please strike out this section)
Permission to accessfunds for items not specificallypart of the approved budget (e.g. major repairs or purchase of capital equipment). All health and safety as well as security issues requiring managerial attention or intervention.	Situations where incumbentfeels faculty or student demandsmay infringe on policies or rules of College.

Describe the type of decisions that would be decided by the incumbent.	
Regular and Recurring	Occasional (if none, please strike out this section)
CIAP operational daily methods, fish culture daily operations, scheduling and training student workers. Research methodologiesand adapt existing instrumentation to perform required analysis. Finding efficiencies in routine CIAP operations. Implementing installation and decommissioning of projects (technologies, experiments) Analysis of samplesas needed to ensure data assurance and integrity	

7. Service Delivery

Thissection looks at the service relationship that is an assigned requirementof the position. It considers the required manner in which the position delivers service to customers. It is not intended to examine the incumbent's interpersonal relationship with those customers and the normal anticipation of what customers want and then supplying it efficiently. It considers how the request for service is received and the degree to which the position is required to design and fulfil the service requirement. A "customer" is defined in the broadest sense as a person or groups of people and can be internal or external to the College.

In the table below, list the key service(s) and its associated customers. Describe how the request for service is received by the incumbent, how the service is carried out and the frequency.

Information on the service		Customer	Frequency (D, W, M. I)*
How is it received?	How is it carried out?		
Conducting tours, demonstrating related CIAP activities during tours, demonstrating techniques	Personal contact, tours	Students, faculty, general public, industry partners, funders.	M
New experiment/protocol required	Develop a new experiment/protocol to meet customer needs	Industry partners	M
To install / decommission a new technologyor piece of equipment	Develop and research existing installations to gather information necessaryfor the planning and implementation of designs	CIAP staff industry partners.	M
To provide quality research data	Develop and follow quality control (assurance) measuresto ensure repeatability and data integrity, including recording and summarizing data, performing basic statistics and writing data reports.	CIAP staff and industry partners	D

* D = Daily W = Weekly M = Monthly I = Infrequently

8. Communication

In the table below indicate the type of communication skills required to deal effectively with others. Be sure to list both verbal (e.g. exchanging information, formal presentations) and written (e.g. initiate memos, reports, proposals) in the section(s) that best describes the method of communication.

Communication Skill/Method	Example	Audience	Frequency (D, W, M ,I)*
Exchanging routine information, extending common courtesy	General Updates and information relating to general fish health and husbandry issues (feeding, cleaning, mechanical operation, water quality monitoring, disease testing)	CIAP staff and industry partners	D
Explanation and interpretation of information or ideas	Relating to raising various fish species in a re-circulating hatchery environment; demonstrating techniquessuch as water quality testing (e.g. using DO meter, PH meter)	Suppliers, students, CIAP staff	W
Imparting technical information and advice	Demonstrates Safe and proper use of hatchery equipment Explains research experiment results and progress to non-technical individuals	CIAP staff and students Students and industry partners	D W
Instructing or training	Provides training sessions on installation and decommissioning of equipment, and health and safety protocols.	CIAP staff and students	W
Obtaining cooperation or consent			

Negotiating			

* D = Daily W = Weekly M = Monthly I = Infrequently

9. Physical Effort

In the tables below, describe the type of physical activity that is required on a regular basis. Please indicate the activity as well as the frequency, the average duration of each activity and whether there is the ability to reduce any strain by changing positions or performing another activity. Activities to be considered are sitting, standing, walking, climbing, crouching, lifting and/or carrying light, medium or heavy objects, pushing, pulling, working in an awkward position or maintaining one position for a long period.

Physical Activity	Frequency (D, W, M, I)*	Duration			Ability to reduce strain		
		< 1 hr at a time	1 - 2 hrs at a time	> 2 hrs at a time	Yes	No	N/A
Standing	D			D		X	
Lifting feed bags (medium)	D	D				X	
Lifting oxygen tanks (heavy)	M	M				X	
Setting up / lifting equipment and instruments	W	W				X	
Driving watercraft, motor vehicles	M			M	X		

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If lifting is required, please indicate the weights below and provide examples.

X Light (up to 5 kg or 11 lbs)	Feed containers, pumps, equipment
X Medium (between 5 to 20 kg or 11 to 44 lbs)	Feed bags
X Heavy (over 20 kg or 44 lbs)	Oxygen tanks

10. Audio Visual Effort

Describe the degree of attention or focus required to perform tasks taking into consideration:

- the audio/visual effort and the focus or concentration needed to perform a task and the duration of the task, including breaks (eg. up to 2 hours at one time including scheduled breaks)
- impacton attention or focus due to changesto deadlinesor priorities
- the need for the incumbentto switch attention between tasks (eg. multi-tasking where each task requires focus or concentration)
- whether the level of concentration can be maintained throughout the task or is broken due to the number of disruptions

Provide up to three (3) examplesof activities that require a higher than usual need for focus and concentration.

Activity #1	Frequency (D, W, M, I)*	Average Duration		
		Short < 30 mins	Long up to 2 hrs	Ex tended > 2 hrs
Observing fish behaviour/marking	D	X		
Can concentration or focusbe maintained throughoutthe duration of the activity? If not, why? X Usually □ No There are occasional interruptions from staff.				

Activity #2	Frequency (D, W, M, I)*	Average Duration		
		Short < 30 mins	Long up to 2 hrs	Ex tended > 2 hrs
Water quality tests	D	X		
Can concentration or focusbe maintained throughoutthe duration of the activity? If not, why? X Usually □ No				

Activity #3	Frequency (D, W, M, I)*	Average Duration		
		Short < 30 mins	Long up to 2 hrs	Ex tended > 2 hrs
Working on computers requires higher than usual need for focus and concentration when completing complex and highly analytical data analysis, calculations and reconciliations.	W		X	

Can concentration or focusbe maintained throughoutthe duration of the activity? If not, why?
X Usually
□ No

* D = Daily W = Weekly M = Monthly I = Infrequently

11. Working Environment

Please checkthe appropriate box(es) that best describes the work environment and the corresponding frequencyand provide an example of the condition.

Working Conditions	Examples	Frequency (D, W, M, I)*
acceptable working conditions (minimal exposure to the conditions listed below)		
X accessing crawl spaces/confined spaces	Below ground filter tanks, tight spaces in mechanical room	D
□ dealing with abusive people		
□ dealing with abusive people who pose a threat of physical harm		
X difficult weather conditions	Occasional need to work in wet, snow or cold temperatures to perform field procedures	I
X exposure to very high or low temperatures (e.g. freezers)	• Unheated or cooled hatchery • Heated rearing space resulting in high humidity levels	I
X handling hazardous substances	Formaldehyde, anaesthetics, pharmaceuticals, chemicals	D
X smelly, dirty or noisy environment	Noisy, damp, cold conditions	W
X travel	To field locations locally and in remote, driving rental vehicle including watercraft	M
		W
□ other (explain)		

* D = Daily M = Monthly W = Weekly I = Infrequently