THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**EPA0159825**	DATE POSTED:	**01/26/15**
POSITION NO:	**240922**	CLOSING DATE:	**02/06/15**
POSITION TITLE:	**Environmental Specialist**		
DEPARTMENT NAME / WORKSITE:	**EPA/Air & Toxics Department/Operating Permit Program/Fort Defiance, AZ**		

WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	☑		GRADE/STEP:	AB65A
WORK HOURS:	8:00am - 5:00pm	PART TIME:	☐ NO. OF HRS./WK.:		$ 44,054.40	PER ANNUM
		SEASONAL:	☐ DURATION :		$ 21.18	PER HOUR
		TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Under supervision, performs professional level air quality work, particularly related to Title V operating permits. Reviews and evaluates CAA Title V operating permit applications which may include calculating emission rates and permit fees, determining compliance or non-compliance with applicable regulations, selecting appropriate permit conditions, screens and processes annual data updates for permits, attends permit hearings, solicits public comments to permits and responds to public comments. Assists, then as skills are learned, will conduct on-site air pollution inspections for compliance by major Title V sources (e.g., coal mines, power plants, natural gas companies, etc.) and minor sources (small businesses). Participates with on-site air quality inspections in response to reports of non-compliance of major and minor sources, including operating and maintaining continuous ambient air monitoring equipment and databases, and upgrading existing monitoring sites through research, installation, and troubleshooting instruments. Collect, analyze, and interpret monitoring data to develop technical documents that communicate air quality index, human health impacts, air quality classification and designations. Update air quality documents and revise according to industry and federal regulatory reviewer comments. Participates in implementation of Open Burn Regulations, assists public with regulation compliance through outreach presentation activities. Participates in meeting program goals and needs of the Navajo Nation, while adhering to applicable policies, guidelines, rules and regulations. Participates in responding to public inquiries, concerns, complaints about emissions and recommends appropriate control measures, conducts outreach education to encourage compliance, collaborates with other technical staff in air regulation development, permits development, and compliance measures.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in the Physical Sciences, Biology, Chemistry, or a closely related field; and one (1) year of experience working with environmental programs and/or projects.

Preferred Qualifications:

- One (1) year of experience working in an environmental program, environmental/occupational health or related program conducting environmental monitoring, research or permitting.
- One (1) year of experience using Geographic Information Systems (GIS) equipment.
- 40 Hour or 24 Hour HAZWOPER (OSHA 1910. 120) training.
- Proficient in Microsoft Office software or other computer applications.

Special Requirements:

- Possess a valid state driver's license.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Capable in use of both Navajo and English languages to communicate technical terms related to environmental topics, assessments, research, regulations. Excellent interpersonal, organizational, oral and technical writing. Knowledge of principals, concepts, and methods of environmental protection program work.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.