

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	<u>EPA0157937</u>	Date Posted:	<u>07/01/13</u>
POSITION NO:	<u>947655</u>	Closing Date:	<u>07/15/13</u>
CLASS CODE:	<u>3031</u>		
POSITION TITLE:	<u>Environmental Program Supervisor</u>		
DEPARTMENT NAME:	<u>NNEPA-Air Quality Control/Operating Permit Program</u>		
DEPARTMENT NO:	<u>015</u>	WORKSITE LOCATION:	<u>Fort Defiance, AZ</u>
WORKS DAYS/HOURS:		POSITION TYPE:	GRADE: <u>R67A</u>
DAYS: <u>Mon-Fri.</u>		Permanent: <input checked="" type="checkbox"/>	SALARY:
HOURS: <u>8:00am-5:00pm</u>		Temporary: <input type="checkbox"/>	Duration: <u>\$ 49,067.20</u> Per Annum
		Part-Time: <input type="checkbox"/>	No. of Hrs/Wk: <u>\$ 23.59</u> Per Hour

DUTIES AND RESPONSIBILITIES:

Administer, direct, and supervise the Air Quality Program's goal and activities in accordance with applicable tribal/state/federal laws and regulations, responsible for coordinating and supervising the activities of staff engaged in the Air Quality Control/Operating Permit Programs; Perform Compliance inspections on facilities in Navajo land to insure their compliance with tribal and federal regulation. Observe and assist in the audit of CEMS test. Direct compliance schedules based on the directives of the activities for the staff with the program. Development of codes and regulations; air quality monitoring and development of the monitoring network; emissions inventory; indoor air quality research; technical assistance; TIP modeling; Develop Title V Program to work towards the full delegation of source permit program for the Navajo Nation by directing the development of legislation and program policies pertaining to air quality and negotiating with the USEPA and state agencies to insure that the program meets its delegation responsibilities; Assist Navajo EPA staff with source reviews such as environmental assessments and environmental impact statements and provide knowledge to NNEPA staff about air pollution sources. Provide assistance and knowledge for NNEPA participation in regional environmental forum. Make budget recommendations and provide input in fiscal planning. Attend meetings and perform other duties assigned or required by the required by the Environmental Department Manager. Work on grants and contract compliance with USEPA Region 9; Participate in regional air quality forums such as the Western Regional Air Partnership; Participate in necessary training and receive necessary credentials for inspections, knowledge of air quality issues, and pollution assessments.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Bachelor's Degree in Environmental, Biology, Physical Sciences, Chemistry or a closely related field; and
(To receive full credit for education and experience, applicant must submit copies of transcripts, degrees, diplomas, certificates, etc.,).

Experience:

Four (4) years managerial experience in environmental programs and/or projects; or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties.

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

Special Knowledge, Skills and Abilities:

Knowledge of physical science as applied to environmental issues; principles of federal environmental codes/regulations and legislation concerned with environmental protection. Ability to communicate effectively, orally and in writing; ability to prepare complex reports.

License/Certification Requirements:

Valid state driver's license and a Navajo Nation Vehicle Operator's Permit, **preferred**.

VETERANS' PREFERENCE APPLIES

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

Revised: 01/15/99