

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA0152198

Date Posted: 07/19/10

POSITION NO: 941307

Closing Date: 07/30/10

CLASS CODE: 3033

POSITION TITLE: Environmental Specialist

DEPARTMENT NAME: NNEPA/Air & Toxic Department

DEPARTMENT NO: 015 WORKSITE LOCATION: Fort Defiance, Arizona

WORKS DAYS/HOURS: _____ POSITION TYPE: _____ GRADE: N650A

Days: Mon-Fri

Permanent:

SALARY: _____

Hours: 8:00 am - 5:00 pm

Temporary:

Duration: _____ \$ 40,081.60 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 19.27 Per Hour

DUTIES AND RESPONSIBILITIES:

Under supervision of Senior Environmental Specialist; plan, design, and implement Navajo Air Monitoring Network. Collect samples; procure air monitors, data entry and work with "Tool Box" database. Assist in annual estimation of minor source emissions on the Navajo Nation and input data into emission inventory data base. Maintain records and logs of calculations. Assist with onsite compliance inspections on major sources, including coal mines, utility power plants and natural gas companies. Assist with onsite inspections relating to public complaints, and compliance with Navajo Clean Air Act. Assist in writing consultation letters from entities that request them. Recommend and conduct corrective environmental actions by determining most reasonable approach in obtaining compliance with appropriate applicable regulation that applies. Keep up to date on developing and revised Federal Regulations Assist other staff in Operating Permit, Regulations, and Compliance section of the program by review of permits, participating in commenting, research, public workshops, and public hearings. Filling in where personnel are needed. Participate in Navajo EPA departmental functions, community environmental education; coordinating and participating in the annual clean up activities, and attending staff meetings. Respond to community complaints and assist other Navajo EPA in combination of media complaints. Conduct outreach, training session on program and related areas of assignment.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Bachelor's degree in the Physical Sciences, Biology, Chemistry, or a closely related field; and

Experience:

two (2) years of experience working with 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/training, applicant must submit college transcripts, degree, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:

Knowledge of federal & tribal environmental laws; use of computer applications and ancillary equipment, skills in the use of specialized equipment used in the detection of environmental pollutants.

VETERANS' PREFERENCE APPLIES

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

Revised: 1-15-99