

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA0156869

Date Posted: 07/30/12

POSITION NO: 228258

Closing Date: 08/10/12

CLASS CODE: 3032

POSITION TITLE: Senior Environmental Specialist

DEPARTMENT NAME: NNEPA/Resource Conservation & Recovery Program

DEPARTMENT NO: 15 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R66A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 am - 5:00 pm

Temporary:

Duration: _____ \$ 45,011.20 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 21.64 Per Hour

DUTIES AND RESPONSIBILITIES:

Under the direct supervision of the Resource Conservation & Recovery Program Supervisor to conduct civil enforcement, provide technical assistance, and outreach of solid waste issues. To achieve goals and activities in accordance with applicable tribal/state/ federal laws and regulations; and engage in civil enforcement for the Navajo Nation Solid Waste Act and regulations. Work with outside entities in securing additional funding for the program. These entities include state, county and federal entities. The follow activities may arise within the Program: Participating in multiple programs projects throughout the Navajo Nation; Assisting with revisions of the solid waste code and regulations. Participate in technical support for complex site assessments, investigations, and resolute meetings and hearings that may result. Participate in completion of multiple complex work plan tasks utilizing different funding sources. Participate in an effective civil enforcement program for the solid waste code and regulations to comply with disposal facilities at chapters; and identify sites impacted by hazardous substances releases. Assist to enhance community education and partnerships in managing solid waste disposal challenges utilizing appropriate resources; and assist Community Development Solid Waste Management Program with closure and cover of open dumpsites throughout the Navajo Nation. Make budget recommendations with training to manage the Program's budget, and provide input in fiscal planning; prepare policy analysis documents. Attend meetings, conferences, seminars, and perform other duties as assigned.

Education and Training:

A Bachelor's Degree in Environmental, Biological or Physical Science, Chemistry or a closely related field; and Trained and certified in Hazardous Emergency Response, **preferred**.

Experience:

Four (04) 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 copies of college transcript, degree, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:

Knowledge of computer and internet access with emphasis in word processing; knowledge of the principles in federal environmental codes/regulations; work effectively with private, local, state and federal governments.

License/Certification Requirements:

Valid state driver's license and 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: 1-15-99