

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: <u>EPA01510599</u>	DATE POSTED: <u>08/10/15</u>	
POSITION NO: <u>240039</u>	CLOSING DATE: <u>08/24/15</u>	
POSITION TITLE: <u>Senior Environmental Specialist</u>		
DEPARTMENT NAME / WORKSITE: <u>EPA - Air & Toxics Department /Operating Permit Program, Fort Defiance, AZ</u>		
WORK DAYS: <u>Monday - Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AB66A</u>
WORK HOURS: <u>8:00 am - 5:00 pm</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>47,756.80</u> PER ANNUM
	SEASONAL: <input type="checkbox"/> DURATION : _____	\$ <u>22.96</u> PER HOUR
	TEMPORARY: <input type="checkbox"/> _____	

DUTIES AND RESPONSIBILITIES:

Conducts compliance inspections of facilities required to have a minor or major source operating permit. Conducts permit compliance evaluation inspections on all facilities with active permits. This will include writing a report for each inspection conducted. Assist the facility to meet compliance and prepare reports necessary to record violations of permit conditions. The Senior Environmental Specialist will be required to perform field observations, i.e. RATA, CEMS, OPACITY testing. Maintain and periodically update data base of field activities completed, conduct follow-ups, and conduct outreach activities to general public. Work with other staff on projects as a group in air monitoring, data collection, data validation, and regulations updates. Will work with Environmental Engineer(s) in review and critique of air quality permit applications, to reconcile chemical, thermodynamic and mechanical operations and activities with estimate emissions and projected emission impacts.

Assess whether proposed operations, emissions, and emission impacts comply with relevant limitations. Ensure the permittee develops necessary emission monitoring parametric monitoring strategies that will enable source to demonstrate compliance with permit conditions. Initiates corrective environmental action by determine more reasonable approach in obtaining compliance with established regulation; notifies appropriate supervisory staff regarding non-compliance findings that are of a non-routine nature; coordinates with a multiplicity of individuals, departments, agency representatives, community leaders, and other in resolving complaints and violations. Will review and keep records of emission fees, emission fee letters, and review on consumer index for current market rates for emission. Prepare yearly financial report to USEPA and prepare updates.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's Degree in Environmental Science, Physical Science, Biology, Chemistry, or closely related field; and two (2) years of experience working with environmental programs and/or projects.

Preferred Qualifications:

- A Master's degree in Physical Science, Biology, Chemistry, or a closely related field.
- Two (2) years of responsible 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.

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:

Knowledge of applicable federal & tribal environmental laws; experience with Microsoft applications (Word, Excel, Access), ancillary equipment, and specialized equipment used in the detection of environmental pollutants. Advanced knowledge of collecting, analyzing, and interpreting environmental data. Excellent interpersonal, organizational, oral and technical writing.

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