

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA01520025

DATE POSTED: 09/10/20

POSITION NO: 244600

CLOSING DATE: 09/23/20

POSITION TITLE: Senior Environmental Specialist

DEPARTMENT NAME / WORKSITE: Navajo Nation EPA-Air & Toxics Department/Operating Permit Program, Ft. Defiance, AZ

WORK DAYS: Monday-Friday REGULAR FULL TIME: GRADE/STEP: BC66A

WORK HOURS: 8:00 am - 5:00 p PART TIME: NO. OF HRS./WK.: _____ \$ 24.12 PER ANNUM

SENSITIVE SEASONAL: DURATION : _____ \$ 50,169.60 PER HOUR

NON-SENSITIVE TEMPORARY:

DUTIES AND RESPONSIBILITIES:

Under supervision, provides air permitting support, including reviews of Title V and minor source permit applications, renewals, regulatory reviews; participates in conducting compliance inspections of 14 major facilities and over 100 minor sources required to obtain and maintain Title V operating permits or a minor source permit. Conducts permit compliance evaluation inspections at facilities subject to maintaining permits, including preparing and submitting applicable reports such as Annual Compliance Evaluation Inspection Reports, For Cause Reports, Neutral Scheme Reports, Follow-up Reports, Joint Inspection (USEPA) Reports. Collaborates with Environmental Engineer(s) to review, critique air quality permit estimate emissions and projected emission impacts, assess whether proposed operations/emissions comply with relevant limitations; ensures permittee(s) develop necessary emission monitoring, parametric monitoring strategies demonstrating compliance with permit conditions. Initiates corrective actions to obtain compliance with established regulations, coordinates with multiple individuals, departments, agency representatives and others in resolving complaints/violations. Assists in the review and maintenance of emission fee records, fee letters, reviews on CPI for current market rates for emissions; assists in outreach and other activities as assigned.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's Degree in Environmental Science, Physical Science, Biology, Chemistry, or closely related field; and four (4) years of experience working with environmental programs and/or projects.

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 and tribal environmental laws and regulations as related to air quality.
- Knowledge, experience with Microsoft applications (Word, Excel, Access).
- Advanced knowledge of collecting, analyzing and interpreting environmental data.
- Strong practical and analytical skills.
- Excellent problem-solving skills.
- An awareness of occupational safety and health issues.
- Skill in communicating effectively both orally and in writing, conducting and facilitating meetings, presenting information, findings and recommendations to diverse audiences.

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