

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA01510646

DATE POSTED: 08/24/15

POSITION NO: 243542

CLOSING DATE: 09/04/15

POSITION TITLE: ENVIRONMENTAL SPECIALIST

DEPARTMENT NAME / WORKSITE: EPA/SURFACE & GROUND WATER PROTECTION DEPT/PUBLIC WATER SYSTEMS/WINDOW ROCK, AZ

WORK DAYS: MONDAY-FRIDAY REGULAR FULL TIME: GRADE/STEP: AB65A

WORK HOURS: 8:00 AM - 5:00 PM PART TIME: NO. OF HRS./WK.: _____ \$ 44,054.40 PER ANNUM

SEASONAL: DURATION : _____ \$ 21.18 PER HOUR

TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Under the supervision of the Environmental Program Manager, applicant will carry out work assignments of moderate difficulty. Duties include providing technical assistance and training to ensure operators perform to the level relative to the size/population of a drinking water facility; provides training of drinking water regulations and general requirements of operating maintaining drinking water facilities; collects samples as needed and trains operators to collect samples; presents to owners of public water systems/utility boards regarding technical, managerial and financial capability of operator and operation/maintenance requirements. Provides technical assistance to owners/operators of regulated drinking water sources; provides presentations to the community members and their local government regarding regulated drinking water; reports noncompliance issues relating to regulated drinking water and source water sites for the Navajo PWSSP as needed; collects samples and tracking drinking water analyses; collects geographical data points and development of maps. Assists with collection of data and mapping points for source water protection; and develops a database to track source water inventory sites.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in the Physical Sciences, Biology, Chemistry, or a closely related field; and one (1) year of experience working with environmental programs and/or projects.

Preferred Qualifications:

- One (1) year 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 and cartography
- 40 Hour or 24 Hour HAZWOPER (OSHA 1910.120) training.
- Proficient in Microsoft Office software or other computer applications.

Special Requirements:

- Possess a valid state driver's license.

Special Knowledge, Skills and Abilities:

Knowledge of Navajo Nation and federal laws, regulations, policies, procedures, and directives applicable to Public Water Systems Supervision Program and Safe Drinking Water Act; skill in evaluating and assessing various environmental test results to determine environmental compliance; skill in operating personal computer using a variety of software including word-processing, spreadsheet, database and Geographic Information System; skill in technical writing, record keeping and data management; skill in using environmental monitoring instruments and GPS; skill in ability to establish and maintain effective and cooperative working relationships with other Navajo Nation departments, vendors, consultants, various Navajo Nation/state/federal officials, interested parties, and general public; and ability to communicate effectively.

Work requires the ability to work in and out of doors in varying weather conditions at all times of the year. Walking long distances, carrying heavy bulky equipment and other items, climbing ladders and confined space or into trenches may be required. There may be the risk of potential exposure to harmful chemicals, pesticides, noxious fumes and other hazards.

<<A favorable background investigation is required>>

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