

ENVIRONMENTAL SPECIALIST

DEFINITION: Under general supervision, carries out work assignments of moderate difficulty; supports various assigned environmental programs engaged in safeguarding the Nation's environment; inspects industrial, commercial, agricultural, and government operations across the Navajo Nation for compliance with prescribed environmental regulations and codes; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Independently undertakes and conducts environmental studies; monitors and enforces prescribed regulations that pertain to the cleanup of environmentally hazardous sites; cases involving pesticide violations; plans and coordinates closure of open land fills; adheres to environmental directives, threatened and endangered species directives, archaeological processes; collects samples and as appropriate, analyzes or forwards for analysis; assures compliance with established environmental policies, procedures, and directives of the assigned programs; where there is a need to deviate from established procedures consults with senior staff or supervisory staff for guidance.

Initiates corrective environmental action by determining most reasonable approach in obtaining compliance with established regulations; 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 others in resolving complaints and violations; schedules and provides public information presentations, programs and other informational services to the public, community, and other interested parties; prepares and develops technical reports.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of applicable Navajo Nation, state, and Federal statutes, rules, regulations, policies, procedures and directives to sufficiently use in the enforcement, and control of environmental related issues.

Knowledge of the principles, concepts and methods of environmental protection program work.

Skill in evaluating and assessing compliance with environmental statutes, rules, regulations, policies, procedures and directives.

Skill in conducting and undertaking scientific field investigations and research.

Skill in operating a personal computer utilizing a variety of software applications.

Skill in interpreting technical data.

Skill in establishing and maintaining effective and cooperative working relationships with other departments of the Navajo Nation, vendors, consultants, various local, state and Federal agencies, interested parties, the news media and the general public.

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

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.

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PREFERRED QUALIFICATIONS:

- One (1) year of 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.
- Proficient in Microsoft Office software or other computer applications.

SPECIAL REQUIREMENTS:

- Possess a valid state driver's license.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.