Environmental Program Specialist I/II (PCN 18-7687)

Salary
$3,719.00 - $4,272.00 Monthly

Location
Fairbanks, AK

Job Type
Full Time

Department
Environmental Conservation

Job Number
19763

Closing
10/24/2018 5:00 PM Alaska

Division
Water

Position Open To
Alaska Residents Only

Bargaining Unit
General Government

Range
14, 16

- Description
- Benefits
- Questions

Job Description
*THIS POSITION IS EXEMPT FROM THE CURRENT HIRING RESTRICTIONS. QUALIFIED APPLICANTS ARE ENCOURAGED TO APPLY.*

Do you care deeply for Alaska's people, environment and natural resources?
Do you love to learn new things?

Are you an adaptable environmental problem solver with a proven record of delivering quality products as scheduled?

We are looking for someone who answers "yes" to these questions to join our team, is it you?

The Alaska Department of Environmental Conservation (DEC), Division of Water is seeking an energetic and proactive environmental entry level professional who has experience or knowledge of water quality monitoring to serve as an Environmental Program Specialist I/II (flexibly staffed). This position is uniquely split between several groups to assist with water quality monitoring and assessment activities. It has duties in several areas and must you be able to apply strong time management skills.

For the Environmental Program Specialist I level:
As a trainee, this position provides assistance to senior Environmental Protection Specialists protecting water quality in Alaska. Although not exclusive, assignments are generally associated with regulation/protection of water due to impacts from the placer mining industry. Duties include summer field work support for the Nonpoint Source and Compliance programs, routine placer mining permitting work, management and analysis of water quality data, and support for water quality restoration and protection projects.

For the Environmental Program Specialist II level:
The incumbent is working at a professional level to collect and analyze water quality data, determine placer mine permit restrictions needed to maintain water quality, inspect facility operations to insure compliance with regulatory requirements, and design and implement water quality restoration projects.

The ideal applicant will possess some or all of the following knowledge, skills, abilities, and experience. All of the following traits must be documented in your applicant profile and cover letter. If you don't have experience with one or more of the following traits listed below, simply say so.

- Knowledge or experience in sampling techniques and associated equipment for chemical, biological or physical samples of surface waters and sediments
- Ability to plan and complete complex logistical tasks in the office and in the field
- Ability to work with a team in the office and in the field
- Skill in organization and time management
• Knowledge or experience working with environmental testing laboratory and appropriate testing methods including sample chain of custody procedures
• Knowledge or experience in environmental permitting and compliance
• Knowledge or experience with mining techniques, especially placer mining including water management and site reclamation.
• Knowledge or experience working with databases and Geographical Information System (GIS) development and mapping
• Technical writing ability to prepare either concise or lengthy reports for a variety of technical and nontechnical audiences.
• Knowledge or experience with watershed management planning and conservation techniques

Special Notice:
This position requires travel in remote areas once or twice a month (mostly during summer) for periods of up to two weeks, sometimes longer. This travel may require operation of state vehicles, either on/off road, by water, or being a passenger small aircraft and helicopters.

More information about the Department of Environmental Conservation can be found on our website: http://dec.alaska.gov/

Minimum Qualifications

Environmental Program Specialist I
A bachelor's degree from an accredited college in an environmental, physical, biological, or natural science; engineering; planning; natural resources; or public or business administration.

Substitution:
Four years of any combination of experience in environmental or scientific field work, sampling, and analysis; environmental regulation compliance; site remediation; emergency response; hydrologic or geologic studies; environmental planning; or environmental engineering and post-secondary education in an environmental, physical, biological, or natural science; engineering; planning; natural resources; or public or business administration from an accredited college (3 semester or 4 quarter hours equal one month) will substitute for the required degree.

Special Note:
Physical science includes fields such as chemistry, physics, astronomy, geology, hydrology, meteorology, oceanography, etc.

Environmental Program Specialist II
A bachelor's degree from an accredited college in an environmental, physical, biological, or natural science; engineering; planning; natural resources; or public or business administration.
AND EITHER
One year of professional entry/trainee experience developing knowledge and skills in environmental regulations, pollution control, environmental damage recovery, or programs to improve or protect environmental quality. This experience is met by service as an Environmental Program Specialist I with the State of Alaska, or the equivalent with another employer.
OR
One year of trainee professional experience learning to evaluate the potential environmental and socio-economic impacts of construction projects; prepare environmental documentation; and determine, negotiate, and monitor permitted activities. This experience is met by service as an Environmental Impact Analyst I with the State of Alaska, or the equivalent with another employer.
OR
Two years of entry professional experience in the development, administration, analysis or implementation of programs to manage land, water, mineral, forest, oil, gas, agricultural, natural and cultural history, and related surface and subsurface resources of the state. The required experience includes work such as a Natural Resource Specialist I, Forester I, Geologist I, Hydrologist I, Agronomist I, Historian I, Archaeologist I, Fishery Biologist I, Wildlife Biologist I, Habitat Biologist I, Cartographer I, or Planner I with the State of Alaska, or the equivalent with another employer.
OR
A master's degree from an accredited college in an environmental, physical, biological, or natural science; engineering; planning; or natural resources.

Substitution:
Four years of any combination of experience in environmental or scientific field work, sampling, and analysis; environmental regulation compliance; site remediation; emergency response; hydrologic or geologic studies; environmental planning; or environmental engineering and post-secondary education in an environmental, physical, biological, or natural science; engineering; planning; natural resources; or public or business administration from an accredited college (3 semester or 4 quarter hours equal one month) will substitute for the required degree.

Special Note:
Physical science includes fields such as chemistry, physics, astronomy, geology, hydrology, meteorology, oceanography, etc.

Additional Required Information

COVER LETTER
A cover letter is required for this position. The cover letter should highlight organizational skills and demonstration of their knowledge, skills, abilities and experience as it pertains to the job description above. Please attach the cover letter to
your application before submitting it online or, if unable to attach to your application, email it to the address provided in the job posting. Your cover letter will be used to help determine which applicants will advance to the interview phase of the recruitment and selection process.

DOCUMENTS REQUIRED AT THE TIME OF INTERVIEW

- A list of three (3) professional references, one of which should be your most recent supervisor, including name, job title, employer, and current phone number(s)
- A copy of your last three (3) performance evaluations, or two (2) letters of reference if evaluations are unavailable.
- A copy of your college transcripts (unofficial are acceptable) if claiming post-secondary education credit
- A copy of a technical writing sample (in addition to the cover letter)

RESIDENT REQUIREMENT
This position is open to Alaska Residents only. If you are not sure if you qualify for Residency Status, please contact the Workplace Alaska Hotline at 800-587-0430 (toll free) or (907)465-4095.

FLEXIBLY STAFFED
This position is flexibly staffed. It may be filled at the I or II level, depending on the applicant's training and/or experience. The full range of salaries is listed above. Starting salary will be determined by the level the position is hired at. If filled at a lower level, promotion to the higher level will occur upon successful completion of the probationary period and required training, as well as the applicant meeting the minimum qualifications of the higher job class.

EDUCATION
If post-secondary education is required to meet the minimum qualifications, you must fill in the Education section of the application. If you have not obtained a degree, please indicate the number of units completed. Copies of transcripts are required to verify educational credentials if used to meet the minimum qualifications for a position. Transcripts can be attached at the time of application or provided at the time of interview.

WORK EXPERIENCE
If using work experience not already documented in your application, also provide the employer name, your job title, dates of employment, and whether full-or part-time. Applications will be reviewed to determine if the responses are supported and minimum qualifications are clearly met. If they are not, the applicant may not advance to the interview and selection phase of the recruitment.

MULTIPLE VACANCIES
This recruitment may be used for more than one (1) vacancy. The applicant pool acquired during this recruitment may be used for future vacancies for up to ninety (90) days after this recruitment closes. Interested applicants are encouraged to apply to each recruitment notice to ensure consideration for all vacancies.

NOTICE
Questions regarding the application process can be directed to the Workplace Alaska hotline at 800-587-0430 (tool free) or (907) 465-4095. If you choose to be contacted by email, please ensure your email address is correct on your application and that the spam filter will permit email from the 'govermentjobs.com’ domains. For information on allowing emails from the 'govermentjobs.com’ domains, visit the Lost Password Help page located at https://secure.governmentjobs.com/js_lostpswd.cfm?&topheader=alaska

EEO STATEMENT
The State of Alaska complies with Title I of the Americans with Disabilities Act (ADA). Individuals with disabilities, who require accommodation, auxiliary aides or services, or alternative communication formats, please call 1-800-587-0430 or 465-4095 in Juneau or (907) 465-3412 (TTY) or correspond with the Division of Personnel & Labor Relations at: P. O. Box 110201, Juneau, AK 99811-0201. The State of Alaska is an equal opportunity employer.

SPECIAL INSTRUCTIONS FOR FOREIGN EDUCATION
Education completed in foreign colleges or universities may be used to meet the above requirements, if applicable. If utilizing this education you must show that the education credentials have been submitted to a private organization that specializes in interpretation of foreign educational credentials and that such education has been deemed to be at least equivalent to that gained in conventional U.S. education programs; or an accredited U.S. state university reports the other institution as one whose transcript is given full value, or full value is given in subject areas applicable to the curricula at the state university. It is your responsibility to provide such evidence when applying.

Contact Information

WORKPLACE ALASKA APPLICATION QUESTIONS & ASSISTANCE
Questions regarding application submission or system operation errors should be directed to the workplace Alaska hotline at 1-800-587-0430 (toll free) or (907) 465-4095 if you are located in the Juneau area. Requests for information may also be emailed to recruitment.services@alaska.gov.
For applicant password assistance please visit: https://www.governmentjobs.com/js_lostpswd.cfm?&topheader=alaska

For specific information in reference to the position please contact the hiring manager:
Name: Terri Lomax, Environmental Program Manager I
Phone Number: 269-7635
Email: terri.lomax@alaska
Agency
  State of Alaska
Address
  PO Box 110201
        Juneau, Alaska, 99811
Phone
  (800) 587-0430 (Statewide toll-free number)
  (907) 465-4095 (Juneau and out-of-state callers)