STATE OF ALASKA
invites applications for the position of:

Environmental Program Technician (PCN 18N21001)

Job Code: 29407

Open Date: 04/01/21

Position Open To: Alaska Residents Only

Range: 103

Department: Environmental Conservation

Location: Soldotna

Job Title: Environmental Program Technician (PCN 18N21001)

Closing Date: 04/12/21 05:00 PM

Job Type: Long Term Nonperm

Salary: $21.66 Hourly

Division: Water

Bargaining Unit: General Government

JOB DESCRIPTION:

The duties of this position:
Under general supervision, this position provides assistance to Environmental Program Specialists to monitor the health of waters in Southcentral Alaska. The incumbent will clean and organize gear and equipment prior to and after water quality sampling; assist in field collection of water quality data and samples; coordinate lab bottle orders; deliver samples within holding times to appropriate labs; and manage data for water quality sampling in the Division’s various databases and files.

Our mission to Alaska:
The Division of Water
- Establishes standards for water cleanliness
- Regulates discharges to waters and wetlands
- Provides financial assistance for water and wastewater facility construction and waterbody
assessment and remediation
- Trains, certifies, and assists water and wastewater system operators
- monitors and reports on water quality
- You will help fulfill the Division’s mission by assisting in monitoring water quality and organizing the data results.

**Why you should join our team:**
In your role, you will gain on-the-job training in conducting field work and data collection. By working alongside experienced staff you will learn how to implement a sampling plan, coordinate with laboratories, calibrate equipment and collect water quality samples. You will be outside a majority of the time enjoying Alaska's scenery and summer weather. Safety and other training opportunities are provided.

**Your working environment:**
You will work out of the Soldotna DEC office. The work includes field work several days per week on the Kenai River. These will all be day trips and may include working in rainy conditions. There may also be training events in Anchorage.

**Who we are looking for:**
- Environmental Science: Knowledge of the interdisciplinary concepts, principles, theories, and methods of investigating the natural and physical environment, including examination of ecology, biology, physics, chemistry, plant science, zoology, mineralogy, oceanography, limnology, soil science, geology and physical geography, atmospheric, and other related sciences in the protection and improvement of the environment and its resources.
- Learning: Uses efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development.
- Flexibility: Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.
- Integrity/Honesty: Behaves in an honest, fair, and ethical manner. Shows consistency in words and actions. Models high standards of ethics.
- Interpersonal Skills: Treats others with courtesy, sensitivity, and respect. Considers and responds appropriately to the needs and feelings of different people in different situations

**Special Notice:**
The applicant will be required to ride in a motorized river boat and in a state owned vehicle to conduct field work on the Kenai River several days per week during May - September including rainy conditions.

**MINIMUM QUALIFICATIONS:**

One year of advanced clerical experience in a resource management or resource development organization; environmental oversight or evaluation organization; or organization responsible for the transport or storage of hazardous materials where the clerical duties included identifying environmental requirements and explaining programs or services.

Substitution:
Post-secondary education from an accredited college in Environmental or Natural Resource
studies; a physical, biological or natural science; planning; or engineering will substitute for the required experience (3 semester hours/4 quarter hours equal one month).

**ADDITIONAL REQUIRED INFORMATION:**

A cover letter is not required for this position.

**DOCUMENTS REQUIRED AT TIME OF INTERVIEW**
1. Three (3) professional references, including names, addresses and current phone numbers.

**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.

**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 (toll 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 (907) 465-4095 in Juneau or TTY: Alaska Relay 711 or 1-800-770-8973 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:
hhttps://www.governmentjobs.com/OnlineApplication/User/ResetPassword

For specific information in reference to the position please contact the hiring manager:
Laura Eldred
Environmental Program Manager I
Phone: 907-376-1855
Email: laura.eldred@alaska.gov

APPLICATIONS MAY BE FILED ONLINE AT:
http://workplace.alaska.gov/

PO Box 110201
Juneau, AK 99811
(800) 587-0430 (Statewide toll-free number)
(907) 465-4095 (Juneau and out-of-state callers)

recruitment.services@alaska.gov

Environmental Program Technician (PCN 18N21001) Supplemental Questionnaire

* 1. Describe any experience you have in field sampling techniques. If you have no
   experience, please state so.

* 2. Describe any experience you have being in boats to access Alaska's waterways. If you
   have no experience, please state so.

* 3. Describe your experience in completing a difficult task that required attention to
details. If you have no experience, please state so.

* Required Question