

Category: 1640
Exc. Qual. Std.: 49
Approved: January 12, 1998
Authority: P.L. 95-561

ENVIRONMENTAL TECHNICIAN/SPECIALIST

CATEGORICAL PAY LEVEL:

Minimum Pay Level: 02

Maximum Pay Level: 05

DESCRIPTION OF WORK:

Provides technical expertise/information to the Agency Facility Manager in the area(s) of environmental quality, fire prevention/suppression, code compliance, etc.

LEVEL OF RESPONSIBILITY:

Level 02 – Trainee Level: Responsible for operation or coordination of one or more environmental program, such as energy conservation, fire suppression, sanitation, etc.

Level 03 – Responsible for operation or coordination of more than one environmental program, including development of standard operating procedures and processes as well as operation or coordination of these programs.

Level 04 – Responsible for coordination of all environmental compliance, handicap accessibility and other life, health and safety related projects and programs for facilities and systems for all boarding and day schools within the agency. Serves as the individual with primary responsibility for all environmental plans and programs for up to three work centers and/or up to ten school sites.

Level 05 – Responsible for operation and management of the agency environmental compliance, handicap accessibility and other life, health and safety related projects or programs for three or more work centers and/or more than ten school sites. Responsible for providing full technical assistance to appointed personnel at the school locations and/or work centers in developing required environmental plans and programs. Responsibilities encompass the review and implementation of Bureau, Departmental, and Federal (including Environmental Protection Agency and Occupational Safety and Health Administration) regulations and state, local and tribal laws and regulations related to environmental issues. Responsible for developing and preparing documents in accordance with established guidelines, laws and regulations, including CFR, Life Safety Code 101, AHERA, NFPA, and EPA. At the discretion of the supervisor, may have direct contact with Federal, State or Tribal offices, such as the Navajo Nation Environmental Protection Agency, regarding schedules of inspection, applying for permits or I.D. numbers, developing standard operating procedures, etc.

BASIC EDUCATION AND EXPERIENCE REQUIREMENTS:

Level 02 – high school diploma or GED and a minimum of three years related experience OR 60 semester hours in related subjects and one year of related experience.

Level 03 – Associate degree in related field and three years experience OR bachelor degree in related field.

Level 04 – Bachelor degree in related field and one year related experience.

Level 05 – Bachelor degree in related field and three years related experience.

A valid state driver's license is required and must be maintained as a condition of employment; failure to do so will result in dismissal from government services.

Specialized licensure may be required for some positions to meet the requirements of Federal law or regulation concerning environmental matters and/or safety issues.

Qualifying experience will be in an area related to the position to be filled.

PHYSICAL REQUIREMENTS:

Good distant vision in one eye and ability to read without strain printed material the size of typewritten characters are required, except that some positions may be suitable for persons who are deaf. Good hand and foot coordination required. In most instances, an amputation of an arm, leg or foot will not disqualify an applicant for this position, though it may be necessary that this condition be compensated by use of satisfactory prosthesis. For some positions, the individual may be required to be respirator certified.

An annual physical may be required, depending on specific requirements of the position, such as a requirement to wear a respirator or other similar personal protective equipment.