

JOB INFORMATION

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| Job Code | EE24B |
| Job Description Title | Spec II, Environmental Protection |
| Pay Grade | LC08 |
| Range Minimum | \$49,490 |
| 33rd % | \$59,390 |
| Range Midpoint | \$64,330 |
| 67th % | \$69,280 |
| Range Maximum | \$79,180 |
| Exemption Status | Exempt |
| Approved Date: | 2/13/2025 11:16:03 AM |

JOB FAMILY AND FUNCTION

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|---------------|---------------------------|
| Job Family: | Legal, Compliance & Audit |
| Job Function: | Risk Management |

JOB SUMMARY

Performs duties providing professional expertise for a variety of environmental compliance services for Moore, Georgia. Areas of specialization: Hazardous Waste Management, Non-RCRA waste, Clean Water Act Compliance, Clean Air Act compliance and Storage Tank Management.

RESPONSIBILITIES

- Conducts and performs site surveys, assessments, inspections and evaluations to ensure regulated facilities and unit or activities are properly managing environmental features of concern. Provides technical guidance to the Ft. Benning and Auburn University community in relation to specialized area.
- Develops safety programs to ensure site maintains continuous state of compliance, including, federal, state, local and university regulations. Recommends control measures when needed.
- Provides periodic, annual. Or comprehensive reports for each site visit and the results of such assessments for review, evaluation, and corrective action. Maintain a database of all site visits, inspections, including specific information of the facility, point of contact information, inspection reports, and any other environmental requirements.
- Proactively seeks new ways to improve overall safety and environmental performance. Recommends actions and solutions for resolving and preventing violations.
- Designs, conducts, and coordinates training and education in area of specialization.
- May participate in the chemical and/or hazardous materials emergency response team. Assists with spill cleanup, report spill to proper point of contacts, and file spill reports both internally and externally.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

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|----------------------------|---|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|---------------------|------------------------------|-----|---------------------|---|----|
| Bachelor's Degree | with no specific discipline. | and | 2 years of | experience in developing and administering environmental compliance programs such as hazardous waste, clean water, clean air, or storage tank management. | Or |
| Associate's Degree | | and | 4 years of | experience in developing and administering environmental compliance programs such as hazardous waste, clean water, clean air, or storage tank management. | Or |
| High School Diploma | | and | 6 years of | experience in developing and administering environmental compliance programs such as hazardous waste, clean water, clean air, or storage tank management. | |

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of Hazardous Waste Management, Clean Water Act Compliance, Clean Air Act compliance.

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired |
|-------------------------|--------------------------------|------------|------------------|
| None Required. | | | |

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-------------------------------|-------|--------|--------------|------------|------------|--------|
| Standing | | | | X | | |
| Walking | | | | X | | |
| Sitting | | | X | | | |
| Lifting | X | | | | | |
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | X | | | |
| Reaching | | | X | | | |
| Talking | | | | | X | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | X | | |
| Eye/Hand/Foot Coordination | | | | X | | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|-------------------|-------|--------|--------------|------------|------------|
| Extreme cold | | | X | | |
| Extreme heat | | | X | | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Humidity | | | X | | |
| Wet | | | X | | |
| Noise | | | X | | |
| Hazards | | | X | | |
| Temperature Change | | | X | | |
| Atmospheric Conditions | | | X | | |
| Vibration | | | X | | |

Vision Requirements:
Ability to see information in print and/or electronically.