



ENVIRONMENTAL SPECIALIST

ONE-YEAR PROJECT POSITION

**PORT OF OLYMPIA
915 WASHINGTON STREET NE
OLYMPIA, WASHINGTON**

CLOSING DATE: MARCH 26, 2010

ENVIRONMENTAL SPECIALIST

The Environmental Specialist will be responsible for performing activities necessary for maintaining compliance with the Port's Industrial General Stormwater and Phase 2 Municipal Stormwater Permits. The incumbent will be in charge on performing and documenting necessary sampling events and inspections. This position reports to the Port's Environmental Programs and Project Manager. This is a one-year project position.

POSITION RESPONSIBILITIES

1. Collection, interpretation, reporting, and recordkeeping of stormwater data to assure compliance with applicable regulatory stormwater permits.
2. Field collection of stormwater samples.
3. Field inspections and documentation.
4. Preparation of quarterly regulatory reports.
5. Develop Stormwater Management Plan under the Phase II Municipal Stormwater Permit.
6. Assist with implementation of Stormwater Management Plan.
7. Coordination and communication with internal lines of business and external tenants.
8. Employee will be responsible for multi-tasking and independent time management skills that meet critical scheduled events and deadlines.
9. Formulate recommendations for operational improvements based on data, information and field operations.
10. Maintain consistent and regular coordination with Senior Manager, Environmental Program Manager, concerning status of compliance and implementation strategies.
11. Maintain professional, respectful, and courteous business relationships with internal and external contacts.
12. Ability to work with little or no supervision.
13. As directed performs operation, maintenance and repair duties at the Cascade Pole Company site remediation facilities – work requires 40 hour Hazardous Waste Operations & Emergency Response Certification with annual recertification.
14. Basic knowledge of first aid and CPR.
15. Other duties as assigned

KNOWLEDGE AND SKILLS

1. Knowledge of industrial and/or municipal stormwater permitting.
2. Ability to gather, review and interpret sampling data.
3. Ability to assess environmental impacts based on review of data.

4. Knowledge of pollution prevention best management practices.
5. Ability to work in adverse weather conditions.
6. Ability to work well with a range of personalities.
7. Demonstrated ability to communicate effectively in writing in both day to day communications and report/letter writing.
8. Ability to pay attention to detail.
9. Ability to be organized and manage time effectively.
10. Knowledge of low impact development.
11. 40 hour HAZMAT Certification or the ability to obtain the certification.

POSITION QUALIFICATIONS

Education: A Bachelor of Science degree.

Experience: One year of field technician experience in environmental analysis or control. Experience working in an industrial setting. Experience with environmental compliance programs.

Other: Must be a lawful resident of the United States and possess a valid current Washington State driver's license or be able to acquire the same within 60 days. Candidate must also be able to obtain and maintain a Transportation Worker Identification Credential (TWIC), which is a credentialing program managed by the Department of Homeland Security (DHS), through the United States Coast Guard and Transportation Security Administration. Information regarding this program may be viewed at <https://www.tsa.gov/twic>.

SALARY AND BENEFITS

Salary range: \$49,707- \$56,944, mid-point is \$53,325. Starting salary DOQ.

The Port offers an extensive set of benefits including medical, dental, vision, insurance and other benefits. The Port of Olympia participates in the Washington State PERS retirement system.

APPLICATION PROCESS

Send cover letter, resume and references by March 26, 2010, to:

Joanne Snarski, Port of Olympia
915 Washington Street NE
Olympia, WA 98501
E-mail: joannes@portolympia.com
FAX: 360-528-8090

FOR INFORMATION ON THE PORT OF OLYMPIA

Visit the Port's Website at www.portolympia.com.

(The Port of Olympia reserves the right to accept applications until the position is filled.)

