

Job Description			
Job Title:	Environmental Scientist/Planner/Environmental Compliance Manager (or similar depending on technical skill)	Position Type: Salary	Full Time
Department:	NEPA/Compliance	FLSA Status:	Exempt
Location:	Pinyon Environmental, Inc.	Rate of Pay:	Dependent on experience
Position Summary			
<p>The position involves environmental compliance management of design-build projects.</p> <ul style="list-style-type: none"> • Environmental compliance on design-build projects during the pursuit, design and construction phases • Coordinate with design team, contractor, and project owner • Track environmental requirements, mitigation measures, and permit requirements • Project management • Client management • The responsibilities of this position include, but are not limited to those stated above 			
<u>Knowledge, Skills, and Abilities</u>			
<ul style="list-style-type: none"> • Bachelor’s degree in environmental discipline (e.g. environmental science, biology, environmental planning, environmental engineering). • 5 plus years of experience managing environmental compliance on design-build projects (minimum requirement). • Experience working on Environmental Impact Statements, Environmental Assessments and Categorical Exclusion • Experience working on projects for state department of transportations and for projects under the jurisdiction of the Federal Highway Administration or Federal Transit Administration oversight. • Experience with key environmental regulations including, but not limited to, Section 404 of the Clean Water Act, Section 106 of the National Historic Preservation Act, Migratory Bird Treaty Act, etc. • Experience with at least one technical discipline (e.g., contaminated/hazardous materials, biology, history) • Demonstrated ability to manage a multi-disciplined team of resource specialists (e.g., biologists, planners, historians) is required. • Analytical data review, interpretation, and report preparation. • Ability to work independently or in a group. • Effective communication skills (verbal and written) are required. • Effective in pressure-situations and managing various tasks simultaneously • Strong critical thinking and problem solving is essential 			
<u>Cover Letter</u>			
<ul style="list-style-type: none"> • The cover letter should clearly describe and demonstrate (through past performance) how the candidate’s experience, including management, communication and technical skills, would allow them to independently and successfully manage all the environmental tasks associated with environmental compliance on a design-build project. • Include references 			
Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	