



# Environmental Specialist III

<b>Job Code</b>	20000037	<b>Job Family</b>	Regulatory & Compliance	<b>Professional / Knowledge Worker</b>	
<b>Department</b>	Environmental Affairs	<b>Reports to</b>	Mgr Environmental Affairs	<b>Union Status</b>	Non-Represented
<b>FLSA Status</b>	Exempt	<b>Pay Grade</b>	2058	<b>This Job is a Lead</b>	No
<b>Last Updated</b>	12/1/2022				

## Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

## Job Summary

Assists the District in complying with federal, state, and local environmental laws and regulations. Provides technical assistance to the District regarding hazardous waste cleanup; workplace environmental health and personal protective measures; waste material management; recycling and disposal; environmental program compliance and recordkeeping; storm water management and work in or near wetlands and sensitive areas. Serves as a project leader and implements District policies, programs and procedures for chemical product environmental health evaluations, hazardous materials identification and management, spill response and remediation, pollution prevention program management, and regulatory reporting and recordkeeping.

## Accountabilities

### Accountability #1

Foster culture of caring, mutual respect and trust that empowers current and future employees to do their best work for the benefit of our team members, customers, partners and stakeholders by creating a positive safety culture, a culture where all employees feel respected valued and cared for and similar responsibilities.

### Accountability #2

Lead, guide others and promote sustainability and environmental stewardship through providing subject matter expertise to make data informed decisions regarding project impacts, hazardous substance risk assessments and mitigation measures to reduce employee and public exposures to hazardous conditions, and other similar responsibilities.

### Accountability #3

Represents the District while working with other governmental entities and the public on environmental matters. Monitors, analyzes, and interprets new and proposed environmental laws and regulations, and incorporates changes into District activities, programs and procedures, and other similar responsibilities.

### Accountability #4

Develop, recommend and implement improvements that foster customer trust and confidence in the quality of District utility operations, environmentally sustainable utility services and regulatory compliance by partnering with project leaders in the planning and design phase, visiting project jobsites to preview site conditions, work in progress, provide support to field crews performing, construction, maintenance or emergency response work, assist in obtaining permits or approvals and complying with regulatory requirements and other similar responsibilities.

**Accountability #5**

Supervises oil and hazardous substance spill response activities. Provides guidance, makes presentations and serves as a technical resource for the District regarding workplace environmental health regulatory compliance, worker exposure matters, hazardous substance compliance and disposal and other similar responsibilities.

**Accountability #6**

Designates, profiles and manifests wastes for lawful shipment and disposal, performs internal inspections of waste management and other regulated operations and evaluates products for occupational exposures and disposal requirements and other similar responsibilities.

**Accountability #7**

Creates, organizes and maintains records, reports, and other environmental documents required by applicable law and regulation, within areas of responsibility. Tracks and records various metrics and environmental performance indicators across District operations, and other similar responsibilities.

**Accountability #8**

Prepares technical specifications and scope of work for consultants and contractors, assists with consultant/contractor selection. Acts as project leader and contract administrator for department projects, including but not limited to the management of hazardous, universal, PCB and other special wastes, analytical laboratory services and other similar responsibilities.

**Accountability #9**

Lead, deliver and improve meeting compliance and reporting obligations through conducting environmental assessments and studies, sampling, testing and evaluation of soils, water, other materials, electromagnetic fields and other environmental conditions, interprets results of environmental conditions, spill & remediation projects and for other projects assessing materials and field conditions for hazards, environmental compliance, and other similar responsibilities.

**Accountability #10****Minimum Qualifications Note**

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a

disability during the application or recruiting process, please contact Human Resources at [HRRecruiting@snopud.com](mailto:HRRecruiting@snopud.com), or by phone at 425-783-8655.

### Qualifications – Education and Experience

**Minimum Required Education and Experience:**

Bachelor's Degree in Environmental Health, Environmental Science, Engineering, or other Technical or Scientific field relating to environmental matters, AND  
Four (4) years of experience in the application of environmental laws/regulations to business, industry, or governmental operations.

**Preferred Education and Experience:**

Advanced educational background in the environmental sciences with special emphasis in the environmental health and occupational health sciences.

### Qualifications – License(s) and/or Certification(s)

**Minimum Required License(s) and/or Certification(s):**

Washington State Driver License  
Hazardous Waste Operations and Emergency Response certification (HAZWOPER)

**Preferred License(s) and/or Certification(s):**

Certified Erosion & Sediment Control Lead certification (CESCL)  
Asbestos Hazard Emergency Response Act Inspector Certification (AHERA Inspector)  
Professional certification commensurate with a senior level technical position such as:  
Certified Professional Environmental Auditor (CPEA)  
Certified Hazardous Materials Manager (CHMM)  
Professional Wetland Scientist (PWS)  
Certified Qualified Environmental Professional (QEP)  
Washington State Registered Sanitarian (RS)

## Qualifications – Skills and Abilities

### **Minimum Required Skills and Abilities:**

Federal, state, and local laws and regulations pertaining to use, storage, and disposal of polychlorinated biphenyls (PCBs), asbestos, hazardous materials and dangerous waste.

Federal, state, and local laws and regulations pertaining to hazardous substance spill response, and other relevant environmental matters.

Occupational exposure and toxicology principles.

Chemistry, as it relates to electric and water utility workplace products and activities, hazardous substances and site remediation, and environmental laws and regulations.

Water and electric utility system operations.

Contract administration and policies.

Workplace environmental health laws, regulations, and principles.

Hazardous waste site cleanup regulations and procedures.

Accident prevention and safe work practices.

Project management principles, practices, and philosophies.

Communicate and work effectively with all levels of the District, other agencies and the public.

Work effectively with minimal supervision, using independent and discretionary judgment.

Perform soil and water sampling procedures.

Understand, interpret, and apply technical information.

Prepare environmental records and documents.

Think logically, be organized and attend to details.

Perform a variety of tasks and assignments simultaneously and meet deadlines.

Learn, interpret and apply District policies and procedures.

Work as part of a team.

Write and speak effectively and with clarity.

Make presentations at public meetings or hearings.

Research, analyze, and apply environmental regulations.

### **Preferred Skills and Abilities:**

## Competencies

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Professional / Knowledge Worker”.

- Adaptability
- Building Customer Loyalty

- Building Partnerships
- Communication
- Continuous Improvement
- Continuous Learning
- Courage
- Decision Making
- Earning Trust
- Emotional Intelligence Essentials
- Facilitating Change
- Influencing
- Initiating Action
- Innovation
- Leveraging Feedback
- Mentoring
- Planning and Organizing
- Positive Approach
- Professional Knowledge and Aptitude
- Stress Tolerance
- Technology Savvy
- Valuing Differences
- Work Standards

## Physical Demands

### Physical Demands List

### Frequency

Sit	Constant (67-100%)
Walk	Occasional (11-33%)
Stand	Occasional (11-33%)
Drive	Occasional (11-33%)
Work on ladders	Seldom (1-10%)
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Seldom (1-10%)
Twist	Seldom (1-10%)
Bend/Stoop	Seldom (1-10%)
Squat/Kneel	Seldom (1-10%)
Crawl	Never
Reach	Occasional (11-33%)
Work above shoulders (note specific activity in open text box below)	Seldom (1-10%)
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)

Grasp (forceful)	Seldom (1-10%)
Fine finger manipulation	Constant (67-100%)
Operate foot controls	Occasional (11-33%)
Lift (note weight in open text box below)	Seldom (1-10%)
Carry (note weight in open text box below)	Seldom (1-10%)
Push/Pull (note specifics in open text box below)	Seldom (1-10%)
Work rapidly for long periods	Never
Use close vision	Seldom (1-10%)
Use distance vision	Constant (67-100%)
Use color vision	Constant (67-100%)
Use peripheral depth perception	Constant (67-100%)
Speak	Constant (67-100%)
Hear	Constant (67-100%)

**Additional Physical Demands not listed above and associated frequency below.**

## Mental Demands

### Communication

	Frequency
Understand and carry out simple oral instructions	Frequent (34-66%)
Understand and carry out complicated oral instructions	Frequent (34-66%)
Train other workers	Occasional (11-33%)
Work alone	Seldom (1-10%)
Work as a member of a team	Frequent (34-66%)
Follow standards for work interactions	Frequent (34-66%)
Write communications for clarity and understanding	Frequent (34-66%)
Speak with clarity with others	Frequent (34-66%)

### Comprehension

	Frequency
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Frequent (34-66%)
Retain relevant job information	Constant (67-100%)

### Reasoning

	Frequency
Read and interpret data	Frequent (34-66%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Frequent (34-66%)

### Organization

	Frequency
Plan own work activities	Frequent (34-66%)

Plan work activities of others	Occasional (11-33%)
Direct work activities of others	Seldom (1-10%)
<b>Resilience</b>	<b>Frequency</b>
Work under pressure	Occasional (11-33%)
Work for long periods of time	Occasional (11-33%)
Work on several tasks at the same time	Constant (67-100%)

**Additional Mental Demands not listed above and associated frequency below.**

### Work Environment

<b>Environmental Conditions List</b>	<b>Frequency</b>
Exposure to weather	Occasional (11-33%)
Wet and/or humidity	Seldom (1-10%)
Atmospheric conditions	Seldom (1-10%)
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

**Additional Environmental Conditions in this job not listed above and the associated frequency below.**

<b>Risk Conditions List</b>	<b>Frequency</b>
Exposure to Heights	Never
Exposure to Electricity	Seldom (1-10%)
Exposure to Toxic or Caustic Chemicals	Occasional (11-33%)
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Seldom (1-10%)
Exposure to animals	Seldom (1-10%)
Working with angry customers	Seldom (1-10%)



**Additional Risk Conditions present in this job not listed above and the associated frequency below.**

### On-Call Status and Frequency

**On-Call is required.**

- Yes
- No

**On-call activities and frequency.**

Occasionally - 1x quarter or 4-6 times a year 0

### Work Location

**The primary assignment for this position is:**

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.