
Auburn University Job Description

Job Title:	Tech, Environmental Protection	Level I	Grade LC05 \$33,600 - \$50,400
Job Code:	EE23	Level II	Grade LC06 \$37,000 - \$55,500
FLSA status:	Non-exempt	Level III	Grade LC07 \$40,000 - \$64,000
		Level IV	Grade LC08 \$45,000 - \$72,000

Job Summary

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

Essential Functions

1. Conducts and performs site surveys, assessments, inspections and evaluations to ensure regulated facilities and unit or activities are properly managing environmental features of concern.
2. Ensures site maintains continuous state of compliance, including, federal, state, local and university regulations. Recommends control measures when needed.
3. Provide 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.
4. May conduct chemical analysis for environmental compliance.
5. Proactively seeks new ways to improve overall safety and environmental performance.
6. Participates in on going environmental and safety training.
7. 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.
8. May perform other duties as assigned.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Performs a limited variety of simple, repetitive tasks.	Knowledge and/or skill to perform a limited variety of simple, repetitive tasks related to an engineering or scientific field.	High school diploma or equivalent.
II	Performs a variety of simple tasks.	Knowledge of standard procedures and tests related to an engineering or scientific field.	High school diploma or equivalent plus 1 year of relevant experience.
III	Performs a variety of related and recurring assignments.	Knowledge of processes, methods and procedures associated with a limited range of engineering or scientific problems.	High school diploma or equivalent plus 4 years of relevant experience.
IV	Performs complex steps of an operation or project or completes important stages of a project.	Detailed knowledge of established processes, methods, and techniques, as well as practical knowledge of a few specific engineering or scientific principles.	High school diploma or equivalent plus 6 years of relevant experience.

* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

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Minimum Required Education and Experience

- Level I** High school diploma or equivalent.
- Level II** High school diploma or equivalent plus 1 year of relevant experience.
- Level III** High school diploma or equivalent plus 4 years of relevant experience.
- Level IV** High school diploma or equivalent plus 6 years of relevant experience.

Focus of Education

High School Diploma or equivalent.

Focus of Experience

Experience in managing environmental compliance programs such as hazardous waste, clean water, clean air, or storage tank management.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

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

Certification or Licensure Requirements:

None required.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, talking, hearing, and lifting up to 10 pounds.

Job occasionally requires sitting, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, handling objects with hands, and lifting up to 25 pounds.

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

Date: 12/6/2021
