



ENVIRONMENTAL SCIENTIST

SCOPE OF WORK:

Work involves the collection and analysis of data in assessing environmental conditions, the remediation of environmental pollution, and/or issuance and maintenance of environmental permits/licenses.

DUTIES PERFORMED AT ALL LEVELS:

- Act as liaison between federal, state, and local agencies on matters concerning environmental issues.
- Coordinate and provide technical assistance to agencies, the regulated community, and the general public; develop and present training.
- Perform data collection, management, and analysis.
- Conduct inspections to ensure compliance with applicable state and federal laws, rules and regulations; prepare reports documenting findings and corrective recommendations.
- Perform environmental testing and monitoring.
- Review applications, permits, licenses, reports, and proposals for technical adequacy and compliance with applicable requirements.
- May participate in emergency response activities.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

ENVIRONMENTAL SCIENTIST I

5270

GRADE J

LEVEL DEFINITION:

Work at this level is usually performed under close supervision and generally involves assisting higher level staff.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- None

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in environmental, natural or physical science or a related field as defined by the employing agency.

CLASS CODES: 5270
5271
5272
5273

ND Class Description
Environmental Scientist

ENVIRONMENTAL SCIENTIST II

5271

GRADE K

LEVEL DEFINITION:

Work at this level is usually performed under limited to moderate supervision and generally involves implementing environmental projects/programs.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Interpret state and federal laws, rules, regulations, policies, and procedures.
- Implement environmental monitoring programs and assessment strategies.
- Implement and maintain operator certification programs.
- Coordinate pollution control and environmental management programs with public and/or private entities.
- Review and comment on environmental impact statements.
- Prepare reports and provide technical assistance as required or requested.
- Review environmental permit applications, prepare environmental permits/licenses and ensure compliance with permits/licenses and standards.
- Correspond with regulatory agencies and the public on environmental projects/programs.

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in environmental, natural or physical science or a related field as defined by the employing agency and one year of professional level work experience related to the position to be filled.

ENVIRONMENTAL SCIENTIST III

5272

GRADE M

LEVEL DEFINITION:

Work at this level is usually performed with a high degree of independence. Positions at this level are responsible to manage environmental projects/programs and/or staff or provide advanced technical work to programs with a greater regulatory impact and significant public concern.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

<u>PROJECT/PROGRAM MANAGEMENT</u>	<u>ADVANCED TECHNICAL</u>
<ul style="list-style-type: none">• Analyze, develop and implement project and/or program policies and procedures.• Develop, manage, and supervise environmental monitoring programs, assessment strategies and quality standards.• Conduct an environmental impact assessment of proposed projects.• Oversee reclamation projects and abandoned mine land investigations.• Assess, initiate, and oversee remedial action concerning potential or actual contamination of environmental resources.• Develop, prepare, review and/or approve surveys, newsletters, articles, press releases, displays, exhibits, and brochures.• May assist with preparing and monitoring grant applications and/or project or program budgets.• Participate in negotiations with violators and oversee enforcement actions.• Assist with preparing draft environmental rules and amendments.• Schedule and conduct public hearings and meetings• Prepare and review advanced environmental permits/licenses and ensure compliance with standards.• May supervise staff.	<ul style="list-style-type: none">• Provide advanced scientific guidance or assistance to state, federal, and local agencies on environmental matters.• Assist with preparing draft environmental rules and amendments.• Schedule and conduct public hearings and meetings.• Develop and conduct advanced data analysis, quality assurance and quality control activities to ensure data quality.• Provide technical guidance and review to other staff.• Develop and maintain program/project equipment and standard operating procedures.• Provide technical insight on complex enforcement actions.• Prepare and review advanced environmental permits/licenses and ensure compliance with standards for advanced permits/licenses, including publicly owned treatment works, industrial/commercial businesses or entities possessing radioactive materials.• Responsible for developing and maintaining technological strategies.• Conduct environmental modelling.• Interpret complex environmental rules (e.g. Clean Water Act, Clean Air Act, Resource Conservation and Recovery Act, Safe Drinking Water Act).

CLASS CODES: 5270
5271
5272
5273

ND Class Description
Environmental Scientist

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in environmental, natural or physical science or a related field as defined by the employing agency and three years of professional level work experience related to the position to be filled.

ENVIRONMENTAL SCIENTIST IV
GRADE N

5273

LEVEL DEFINITION:

Work at this level is performed independently. Positions at this level serve as sole expertise in an area that is at the highest technical complexity and has a significant environmental impact.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Provide technical review of other scientists and engineers to ensure quality standards.
- Represent the division or program as the technical expert.
- Develop, implement and oversee complex or high-profile environmental projects.
- Respond to media requests on complex and significant environmental issues.
- Prepare and review complex environmental permits/licenses and ensure compliance with complex standards.
- Use advanced analyses to quantify environmental impacts.
- Conduct quality assurance and quality control evaluations on large or complicated datasets and environmental models.
- Work on litigation strategies.
- Review and provide recommendations on State and Federal environmental documents, standards and rules.

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in environmental, natural, or physical science, or a related field as defined by the employing agency, and five years of professional level work experience related to the position to be filled. A master's degree in a natural or physical science may substitute for one year of the experience requirement.

Eff. Date: 09/82

Rev: 07/96 - Review class for currency and changed duties. Pay grade changed for level I.
Rewritten in current format.

ND Class Description
Environmental Scientist

CLASS CODES: 5270
5271
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Rev: 04/08 – Updated scope of work, level definitions, minimum qualifications, duties, factoring, and format.

Rev: 07/12 – Conversion to Hay System

Rev: 02/17 – Updated minimum qualifications

Rev: 08/18 – Changed class codes, updated scope of work, level definitions, duties and added IV level.