

# DELAWARE SOLID WASTE AUTHORITY

## JOB DESCRIPTION

JUNE 30, 2010

TITLE: SENIOR MANAGER OF ENVIRONMENTAL MONITORING AND TESTING

REPORTS TO: CHIEF OF FACILITIES MANAGMENT

JOB CLASS: EXEMPT

LOCATION: DOVER OFFICE

### PURPOSE:

This position provides a DSWA staff member who is responsible for the environmental monitoring and testing activities at all DSWA facilities. This includes supervision of all personnel in the Environmental Group, administering contracts for sampling and analysis services and review, interpretation and reporting of all results. This person shall direct research efforts and special projects. Work assignments require thorough knowledge of environmental sciences, chemistry, statistical analysis techniques, analysis instrumentation and microcomputer applications and operation. In addition, assignments will cover a wide range of activities including supervising and coordinating the collection of environmental data from air and water monitoring and solid waste disposal operation. The supervision of Senior Environmental Scientists, Environmental Scientist and/or coordination and overseeing of activities of Environmental Technicians may be required. The exercise of judgment on details of work including determination of appropriate environmental monitoring equipment, sampling, laboratory analysis procedures, and acquisition and analysis of data must be used. Familiarity with all applicable environmental regulations including those pertaining to infectious waste is required. This person will represent DSWA at meetings with other state agencies or educational institutions on matters dealing with environmental monitoring requirements or research projects.

### JOB DUTIES:

- \* Develops and updates environmental monitoring and compliance program for DSWA facilities
- \* Interprets environmental monitoring data.
- \* Maintains compliance with all environmental monitoring requirements in DSWA permits.

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- \* Oversees and selects environmental consultants, drillers and laboratories and monitors their work and quality control procedures. Negotiates associated contracts.
- \* Conducts literature reviews for research and development projects concerning all relevant environmental issues
- \* Responsible for the selection, procurement, installation and maintenance of all environmental monitoring equipment, including weather stations.
- \* Maintains environmental database.
- \* Supervises environmental scientists.
- \* Develops internal and external technical reports.
- \* Conducts site visits

Assignments will cover a wide range of activities including supervising and coordinating the collection of environmental data from air and water monitoring and solid waste disposal operations. This position is also responsible for the interpretation of all environmental data.

Coordinates activities with medical organizations, state agencies, educational institutions, and equipment vendors.

Performs related work as required.

QUALIFICATIONS:

Possession of a bachelor's and master's degree in environmental science, chemistry, biology, or other related field from an accredited college or university and fourteen (14) years' experience of the type specified above and six (6) years of supervisory experience. Such required education and experience shall provide the necessary knowledge, abilities, and skills to perform the described examples of duties. Training, knowledge and experience of applicable computer software is required. Two years of additional experience may substitute for the master's degree.

Note: This is a safety sensitive position and requires drug testing as a condition of employment

\*Denotes essential functions of the job