AIR QUALITY SPECIALIST I/II - PERMIT WRITER

Posting ID: EM185284D2
Company Website: www.governmentjobs.com/careers/clarkcounty

Company: Clark County
Work Location: Las Vegas, NV

Position Type: Full-Time
Salary: $48,568.00 - $81,244.80 Annually

College Major(s): Civil Engineering (CEE), Mechanical Engineering (ME)
College Level(s): Graduate Student, Alumni

OVERVIEW

Performs a variety of professional and technical tasks in support of air quality management and pollution control for Clark County. Activities involve review and approval of permit applications, conducting site visits, drafting technical documents and reports, and air pollution control regulations. Performs research and analysis, participates in studies and projects, and provides information to industry and the public regarding pollution control compliance methods and devices. Promotes a positive image of Air Quality to the general public.

Air Quality Specialist I:  $48,568.00 to $75,254.00
Air Quality Specialist II:  $52,395.20 to $81,244.80

This examination will establish an Open Competitive and Promotional list to fill current and/or future vacancies that may occur within the next six (6) months at either level or may be extended as needed by the Office of Human Resources. The Air Quality Specialist I is a training underfill position, upon successful completion of the probationary period (520 hours worked to 2,080 hours worked) and the training program, which is up to two (2) years, the successful candidate will be noncompetitively promoted to Air Quality Specialist II.

Roles and Responsibilities

- Performs responsible professional and/or technical support activities related to one or more major departmental operations.
- Reviews construction, stationary source and other applications for compliance with applicable air pollution control requirements; locates and contacts un-permitted sources; researches and evaluates for possible permit; performs routine on-site compliance inspections.
- Evaluates emission rates from various sources through mathematical calculations; reviews and evaluates performance tests for applicability; verifies compliance with federal and local regulations.
- Participates in the development of air pollution control rules, including researching and analyzing air quality issues, air pollutant emissions, emission control technology,
- Prepares technical support documents, variances, public notices, and various required reports.
- Maintains emission inventories and prepares AIRS reports for submittal to EPA and other agencies.
- Performs initial and random site inspections to ensure air pollution control standards are being achieved; investigates reported violations or questionable practices; documents violations utilizing appropriate methods and techniques; submits compliance data to the U.S. EPA.
- Patrols assigned geographical areas of Clark County to assure countywide compliance.
- Responds to public inquiries; provides information; resolves complaints.
- Prepares violation notices including details of alleged facts, corrective action orders and proposed penalties; gathers technical data and information for use in legal proceedings.
- Testifies before Air Quality Hearing Board regarding case facts and compliance efforts.
- Gathers air and soil samples; maintains accurate records of random fuel samples and lab results.
- Performs a variety of job functions related to air pollution control necessary for the efficient and effective operation of the department, including a variety of planning activities, assisting in the development of procedures and other air quality standards, development and maintenance of computer applications and technology related to air quality management, development and conduct of presentations, and other professional activity necessary to assure the integrity of the program.
- Arranges meetings with related organizations for statewide project coordination.
- Assists the public with federal and local regulation compliance; reviews and explains air pollution control requirements and regulations.
- Maintains accurate files and records of departmental activities, inspections, and test results; produces reports on assigned activities.
- Documents compliance violations observed while traveling through industrial areas.
- Drives a county or personal vehicle to various locations throughout the county in order to conduct on-site inspections and investigations and to attend meetings.

OTHER JOB DUTIES AND RESPONSIBILITIES:
- Promotes the public image of the Air Quality Department through professional interactions with large organizations, small businesses, and individuals.
- Assists in the planning and development of departmental and/or divisional internal policies and procedures.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Uses standard office equipment including a computer, in the course of the work.
- Attends meetings and other departmental functions.
- Performs special assignments and projects.

Education and Qualifications

Air Quality Specialist I - Equivalent to a Bachelor's Degree from an accredited college or university with major course work in environmental, chemical, mechanical or civil engineering, biology, chemistry, physics or a related field.

Air Quality Specialist II – In addition to the above; minimum of one (1) year of full-time experience comparable to that of an Air Quality Specialist I.
Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

**Working Conditions:** Work out of doors in various weather conditions, dust and noise. Specified positions may require working around asbestos requiring them to wear protective equipment, including negative pressure respirators. May attend meetings outside of normal working hours.

**Licensing and Certification:** Possession of a valid Nevada Class C Driver's License at time of appointment.

**Background Investigation:** Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

**Medical Examination:** Employment is contingent upon the results of a physical examination performed by our examining physician. Specified positions may require a medical exam to determine ability to wear respiratory protection apparatus.

**Pre-Employment Drug Testing:** Specified positions may be contingent upon the results of a pre-employment drug screening.

**PHYSICAL DEMANDS**
Mobility to work in a typical office setting, use standard office equipment and to drive a motor vehicle in order to visit various job sites; strength and stamina to conduct various investigations at commercial and residential sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. May involve significant walking, climbing, stooping, light lifting and performing functions in confined areas. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

**How to Apply**
Go to:
https://www.governmentjobs.com/careers/clarkcounty/jobs/2102338/air-quality-specialist-i-ii-permit-writer