



Position Announcement

The following job opportunity is available with the
Inter Tribal Council of Arizona, Inc. located at
2214 North Central Avenue, Suite 100, Phoenix, AZ 85004

Open as of: August 17, 2015

Closing Date: Open until filled

ENVIRONMENTAL SPECIALIST ENVIRONMENTAL QUALITY PROGRAMS

Annual Salary: \$45,000 (DOE)

Benefits: Medical, Dental, Basic Life & 401(k)

Summary of Position:

Under the direct supervision of the Tribal Water Systems (TWS) Program Administrator, the Environmental Specialist will coordinate and facilitate individual water and wastewater systems training and certification examination events, as assigned, and process applications for new Tribal certification and renewal of existing Tribal certification. The Environmental Specialist will be required to either have training to become qualified to receive a USEPA credential to conduct inspections on behalf of USEPA on tribal lands or is willing to become trained to receive the USEPA credential within first year of employment.

Duties and Responsibilities: This list is not all inclusive of the duties and responsibilities and/or skills, knowledge, and abilities of this position.

Underground Storage Tank Inspections duties:

- Communicate with Tribes to enter into agreements with ITCA to conduct UST inspections
- Develop inspection agreements with Tribes to conduct UST inspections
- Develop database system for tracking and retrieving information about UST facilities on tribal lands
- Maintain knowledge and understanding of Solid Waste Disposal Act, Energy Policy Act, and other applicable federal UST manuals, resources, and regulations
- Attend and participate in available courses and shadow onsite inspections conducted by federally credentialed inspectors
- Conduct UST inspections in accordance with USEPA inspection guidance and standards

Tribal Water Systems duties:

- Provides professional and skilled assistance to the program administrator in the planning, development and implementation of environmental programs and projects that serve various Tribes;
- Coordinates, prepares for, and facilitates individual training and examination events that are necessary for the certification of Tribal water and wastewater system operators and personnel;
- Maintains strict adherence to ITCA policies and procedures for handling of confidential information including certification exams, exam scores, and applicant personal information. Proctors certification exams pursuant to ITCA and ABC exam proctoring guidelines;
- Process applications pertaining to Tribal water/wastewater operator certification and help implement administrative decisions regarding such applications;
- Must be willing and able to travel in and out of the State for up to six (6) days in a week.

Education Requirements and Experience:

Position requires a Bachelor's degree from an accredited college or university in Environmental Science, Environmental Health or related field plus 1-3 years of experience in the environmental quality and requires Underground Storage Tank (UST) basic inspector training. Applicant must have knowledge and experience working with tribal communities in Arizona. Applicant must have a valid Arizona driver's license and be willing to submit to a background check.

To obtain an application, visit our website: www.itcaonline.com

Relocation expenses not available.

Inter Tribal Council of Arizona, Inc. is An Equal Opportunity Employer and A Drug-Free Workplace

Ak-Chin Indian
Community
Cocopah Tribe
Colorado River
Indian Tribes
Fort McDowell
Yavapai Nation
Fort Mojave Tribe
Gila River Indian
Community
Havasupai Tribe
Hopi Tribe
Hualapai Tribe
Kaibab-Paiute Tribe
Pascua Yaqui Tribe
Pueblo of Zuni
Quechan Tribe
Salt River Pima-
Maricopa Indian
Community
San Carlos
Apache Tribe
San Juan Southern
Paiute Tribe
Tohono O'odham
Nation
Tonto Apache Tribe
White Mountain
Apache Tribe
Yavapai-Apache
Nation
Yavapai-Prescott
Indian Tribe