

Bulletin No: 002203-008

Job Title: **SENIOR ENVIRONMENTAL SPECIALIST (REGULATORY COMPLIANCE)**

Public Transportation Services Corporation (PTSC)

PTSC is an equal employment opportunity employer

Non-Represented EMPLOYMENT OPPORTUNITY

Specialty: REGULATORY COMPLIANCE

Closing Date: 14-JUL-23

Salary Grade: H1L

Salary Range: \$78,874 - \$98,592 - \$118,290

External/Internal: EXTERNAL

This bulletin is posted to establish or add to a Qualified Candidate Pool (QCP)

### **Basic Function**

Ensures that projects and operations are in compliance with all applicable environmental laws and regulations, as well as internal Metro environmental requirements, and leads the development, implementation, and monitoring of energy conservation, waste management, water conservation, organizational sustainability, and climate change adaptation pilots, initiatives, and projects.

### **Example Of Duties**

- Reviews agency environmental performance and provides recommendations for improvements
- Provides technical support to the construction management team by inspecting construction projects for stormwater pollution prevention plan (SWPPP), wastewater, air quality, hazardous waste, cultural resource, and noise/vibration compliance
- Evaluates construction design plans and specifications to ensure they meet the city, state, local, and Metro standards to assess the environmental impact
- Oversees and executes work activities associated with Metro's Sustainability goals, development of sustainable Capital Projects (Call for Projects), and preparation of investment plans for sustainable infrastructure
- Plans, prepares, and monitors sustainability-related projects within Metro's operations in cooperation with Operations staff
- Oversees and prepares the Mitigation Monitoring Reporting Program and submits quarterly to the Federal Transit Administration (FTA)
- Oversees multiple teams of consultants in support of construction project teams and Operations-based sustainability projects
- Conducts complex planning, implementation, funding, and analytical projects and programs; manages operating projects and programs
- Manages processes and/or projects within budgets set by management
- Represents Metro regarding environmental issues and meets with staff, consultants, regulatory agencies, and the public
- Plans, prepares, and monitors environmental and sustainability-related reports and procedures
- Maintains library of environmental policies, procedures, case law, administrative practices, and local, state, and federal environmental laws, rules, and regulations
- Trains junior professionals
- Contributes to ensuring that the Equal Employment Opportunity (EEO) policies and programs of Metro are carried out

May be required to perform other related job duties

## **Requirements For Employment**

A combination of education and/or experience that provides the required knowledge, skills, and abilities to perform the essential functions of the position. Additional experience, as outlined below, may be substituted for required education on a year-for-year basis. A typical combination includes:

### **Education**

- Bachelor's Degree in Environmental Science, Environmental Engineering, Biology, Chemical Sciences, Urban Planning, Resource and Energy Management, or a related field

### **Experience**

- Three years of relevant experience in compliance or monitoring of environmental, climate change, and resource management issues, including water, energy, waste, or environmental media, requiring at least two years specialized experience in area of assignment

### **Certifications/Licenses/Special Requirements**

- A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions

### **Preferred Qualifications**

- Experience overseeing and monitoring Environmental Agency Regulatory Compliance Rules & Regulations, including Certified Unified Program Agency (CUPA), Environmental Protection Agencies (EPA), State Water Resources Control Board (SWRRCB), California Environmental Reporting System (CERS), etc.
- Experience overseeing environmental sustainability, regulatory, and safety compliance programs for bus and rail facilities
- Experience using management software systems and applications such as Microsoft Office applications including Word, Excel, and Outlook
- Experience scheduling, monitoring, logging, reporting, third party contract management, certification and licensing
- Experience working on Environmental Emergency Response tasks including Department/Facility Systems Failures & Alarms, Hazardous Material Releases, and Trauma Scene Cleanups

### **Knowledge:**

- Applicable local, state, and federal laws, rules, and regulations governing environmental compliance, including, CEQA (California Environmental Quality Act), NEPA (National Environmental Policy Act), Endangered Species Act, Migratory Bird Treaty Act, Clean Water Act, NHPA (National Historic Preservation Act) Section 106, USDOT (U.S. Department of Transportation) Section 4(f), AQMD (Air Quality Management District) rules and permitting, and SWRCB (State Water Resources Control Board) rules and permitting
- Various hazardous waste laws and regulations
- Theories, principles, and practices of environmental compliance and sustainability, including mitigation monitoring, waste management and reduction, energy management and efficiency, water conservation and management, climate change adaptation and resiliency, and greenhouse gas emissions reporting and reduction
- Data collection, research, and interpretation
- Report preparation methods
- Construction noise and vibration control and mitigation(s)
- Application of environmental/sustainability principles, regulations, and requirements

- Metro processes and procedures as they relate to the implementation of environmental/sustainability initiatives, projects, procedures, and pilots
- Contract administration

**Skills:**

- Preparing environmental science/engineering or sustainability related reports, research, data mining, fact-finding, analysis, and recommendations
- Analyzing environmental conditions
- Communicating effectively orally and in writing
- Thinking independently
- Developing innovative solutions
- Exercising sound judgement and creative decision making
- Overseeing consultants
- Interacting professionally with various levels of Metro employees and outside representatives

**Abilities:**

- Represent Metro before local, state, and federal agencies and organizations
- Compile and analyze complex data, environmental reports, lab results, and analytics
- Develop program goals, objectives, strategies, and milestones
- Understand, interpret, and apply various environmental regulations and laws
- Oversee fast-paced projects with high demand and support multiple projects at one time
- Work independently while identifying times when upper management support/insight is needed
- Prepare comprehensive reports and correspondence
- Understand, interpret, and apply laws, rules, regulations, policies, procedures, contracts, and budgets
- Train and oversee assigned staff
- Travel to offsite locations
- Read, write, speak, and understand English

**Selection Procedure**

Applicants who best meet job-related qualifications will be invited to participate in the examination process that may consist of any combination of written, performance, or oral appraisal to further evaluate job-related experience, knowledge, skills and abilities.

**Application Procedure**

To apply, visit Metro's website at [www.metro.net](http://www.metro.net) and complete an online Employment Application.

Telephone: (213) 922-6217 or persons with hearing or speech impairments can use California Relay Service 711 to contact Metro.

All completed online Employment Applications must be received by 5:00 p.m. on the closing date.  
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\*Open to the public and all Metro employees

This job bulletin is not to be construed as an exhaustive list of duties, responsibilities, or requirements. Employees may be required to perform other related job duties.