



# GEORGIA

DEPARTMENT OF NATURAL RESOURCES

## VACANCY ANNOUNCEMENT



Coastal  
Resources  
Division



Environmental  
Protection  
Division



Historic  
Preservation  
Division



Law  
Enforcement  
Division



Parks,  
Recreation  
and  
Historic Sites  
Division



Wildlife  
Resources  
Division

GEORGIA DEPARTMENT of NATURAL RESOURCES  
Office of Human Resources

404.656.7560

[www.gadnr.org](http://www.gadnr.org)

VACANCY ANNOUNCEMENT #05-2016

APPLICATION DEADLINE DATE: February 9, 2016

## Applicant Information

- Vacancies are open to all qualified applicants. Applicants will be screened for the minimum qualifications listed for each job vacancy. Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the listed preferred qualifications, when applicable.
- Applications and/or resumes` are accepted for announced jobs only.
- To apply for an announced job vacancy, applicants must submit a Department of Natural Resources (DNR) Application for Employment to the individual address listed with each job posting. It is important that applications be sent directly to the contact person and/or locations listed. Applications sent to another location may not be forwarded and may result in applications not being considered. Please do not submit your application/resume` to the address listed on the front of this announcement.
- Applicants must submit one application/resume for each position being applied for.
- A .pdf version and a Word version of the DNR Application for Employment can be found by visiting the Careers page of the DNR website at <http://www.gadnr.org/careers>.
- If submitting a resume`, please attach this with the DNR Application for Employment.
- Please be sure to include the following information on your application; Job Title, Position Number or Job # and Location.
- If the minimum qualifications for a job require a college education and you have obtained a degree from a college or university outside the USA, you are required to submit an International Education Evaluation Letter showing your degree is equivalent to one obtained at a college or university in the USA. International Educational Evaluations are accepted from the National Association of Credential Evaluation Services ([www.naces.org/members.htm](http://www.naces.org/members.htm)) or the Association of International Credentials Evaluators ([www.aice-eval.org/Organization.aspx](http://www.aice-eval.org/Organization.aspx)).
- Your application must be postmarked no later than the application deadline date noted on the front page of this Vacancy Announcement. Please note that deadlines listed may differ for certain advertised jobs from what is listed on the front of the Vacancy Announcement.
- Any offer of full time and part time employment by DNR is conditional upon a background check that is appropriate for the job functions and business necessity. If related criminal records are revealed in the process, the applicant will not be automatically disqualified.
- Current State of Georgia employees transferring to a DNR position, on the same pay grade, will transfer at their existing pay. Current State of Georgia employees transferring to a DNR position, on a higher pay grade, will typically receive a 5% promotion, or go to the job minimum, whichever is greater. Current State of Georgia employees transferring to a DNR position, on a lower pay grade, will typically receive a demotion with a loss in pay.
- **All positions listed in this announcement are in the Unclassified Service and will be filled as Unclassified positions.**
- All qualified applicants will be considered. Hiring locations will contact applicants regarding interviews but due to the volume of applications received not all applicants will be contacted or receive an interview.
- If you need this Vacancy Announcement in an alternate format, please contact the DNR Office of Human Resources at 404.656.7560.
- The Georgia Department of Natural Resources is an Equal Opportunity Employer.

Additional information on the Georgia Department of Natural Resources Operating Divisions can be located by visiting the below website addresses:

Coastal Resources Division  
 Environmental Protection Division  
 Historic Preservation Division  
 Law Enforcement Division  
 Parks, Recreation and Historic Sites Division  
 Wildlife Resources Division

[www.CoastalGADNR.org](http://www.CoastalGADNR.org)  
[www.GeorgiaEPD.org](http://www.GeorgiaEPD.org)  
[www.GAshpo.org](http://www.GAshpo.org)  
[www.GADNRLE.org](http://www.GADNRLE.org)  
[www.GAStateParks.org](http://www.GAStateParks.org)  
[www.GeorgiaWildlife.org](http://www.GeorgiaWildlife.org)

**NOTE: Information in this Vacancy Announcement is subject to change.**

## **LAW ENFORCEMENT POSITION HIRING INFORMATION**

Effective May 1, 2012 ALL applicants who are NOT P.O.S.T. Certified must take and pass the P.O.S.T. Entrance Examination, **prior to submitting an application**, to be considered for a Law Enforcement (P.O.S.T.) position within DNR. Results from the P.O.S.T. Entrance Exam must be submitted with your DNR P.O.S.T. Certified Position Application for Employment. A .pdf version and a Word version of the DNR P.O.S.T. Certified Position Application for Employment can be found by visiting the Careers page of the DNR website at <http://www.gadnr.org/careers>.

Applicants who are P.O.S.T. Certified must submit a copy of their P.O.S.T. Certification Certificate with their application to be considered for a Law Enforcement (P.O.S.T.) position.

### **CONDITIONAL EMPLOYMENT**

Applicants selected to fill Law Enforcement positions, who are not P.O.S.T. Certified, must accept Conditional Employment with DNR. The terms of this Conditional Employment are as follows:

- Upon hire, the employee must attend an 11-week Basic Law Enforcement Training Course to obtain their P.O.S.T. Certification at one of the Georgia Public Safety Training Center (GPSTC) Regional Academies located in Athens; Augusta; Columbus; Dalton; Forsyth; Savannah; Tifton.
- Upon obtaining P.O.S.T. Certification, the employee is then required to complete a 12-week DNR Academy at the GPSTC located in Forsyth.

Applicants must successfully complete the Basic Law Enforcement Training Course and the DNR Academy in order to continue employment with DNR.

### **P.O.S.T. ENTRANCE EXAM INFORMATION**

Applicants who are not P.O.S.T. Certified must pass the P.O.S.T. Entrance Exam to be considered for Law Enforcement positions within DNR.

Effective January 1, 2009 the P.O.S.T. Council adopted the **ASSET** or **COMPASS** exam as the official P.O.S.T. Entrance Exam for law enforcement candidates. The **ASSET** or **COMPASS** exams are administered through the Technical College System of Georgia at various Technical Colleges throughout Georgia.

The **COMPASS** exam is a computer-based exam that provides immediate results. The **ASSET** exam is a paper and pencil version that will provide results in approximately 10 business days. Both of these exams measure reading, writing and numerical skills. Passing scores for the **ASSET** and **COMPASS** exam are listed below:

Test Portion	ASSET	COMPASS
Reading	38	70
Writing	35	32

Applicants who are not P.O.S.T. Certified are required to provide a copy of their test results when applying for a Conservation Ranger position with DNR.

P.O.S.T. Entrance Exam Information, including testing locations, can be found on the Careers page of the DNR website at [www.gadnr.org/careers](http://www.gadnr.org/careers).

Applicants taking the P.O.S.T. Entrance Exam are required to take a completed **P.O.S.T. Entrance Examination Access Form** to the test site. This form is found on the Careers page of the DNR website at [www.gadnr.org/careers](http://www.gadnr.org/careers).

## **SUMMARY OF AVAILABLE POSITIONS**

### **Coastal Resources Division**

Marine Biologist 2 Pages 5-6

Marine Tech 3 Pages 7-8

### **Environmental Protection Division**

Mgr. 1, Environmental Protection Pages 9-10

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### **Parks, Recreation & Historic Sites Division**

Parks/Historic Site Mgr. 2 Pages 18-19

Parks/Historic Site Mgr. 2 Pages 20-21

Park/Historic Site Assistant Mgr. Page 22

Parks Maintenance Tech. 2 Page 23

GroundsKeeper 3 Page 24

## COASTAL RESOURCES DIVISION VACANCIES

### Marine Biologist 2

<b>LOCATION</b>	CRD – Glynn County						
<b>DIVISION</b>	Coastal Resources Division						
<b>POSITION #</b>	<b>00099598</b>	<b>JOB CODE</b>	<b>NRP041</b>	<b>PAYGRADE</b>	<b>K</b>	<b>ENTRY SALARY</b>	<b>\$43,063.23</b>

#### JOB DESCRIPTION

The incumbent in this position will be expected to assist in accomplishing the goals and objectives of the Ecological Monitoring Surveys (EMS) group, which is responsible for conducting multiple biological field studies utilizing trawl gear on small and large vessels and on board commercial fishing vessels. Under broad supervision, supports biological and technical staff during the collection of data used to manage Georgia's seafood industry and marine recreational fishery. Supervises other technicians and seasonal employees during activities such as marine fisheries field operations, collection of commercial and recreational fishery catch and effort data, boating and fishing access construction and maintenance, and public outreach and education.

#### MINIMUM QUALIFICATIONS

Bachelor's degree in Biology or a related field from an accredited college or university

**AND**

One year of related experience.

**OR**

One year experience at the level equivalent to Marine Biologist 1 (NRP040).

#### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Masters Degree in fisheries science or closely related field
- One year experience supervising and conducting a fishery independent survey using various gears (trammel and gill nets, trawls, longlines, etc.)
- The ability to analyze complex datasets using advanced statistical software (SAS, SPSS, S-Plus, AD Model Builder, Systat, etc.)
- Experience in utilizing trawl gear (large and small vessel)
- Experience in identification of southeastern Atlantic marine organisms (finfish/crustaceans/etc.)
- Possess strong navigational skills and the ability to operate small to medium sized vessels in coastal waters
- Experience in field sampling methodology and equipment
- Experience with database management, including but not limited to SAS, Microsoft Access (using Visual Basic), Oracle, etc.
- The ability to effectively convey complex information using oral and written formats to various user groups

Please direct questions about the position to Carolyn Belcher at [Carolyn.Belcher@dnr.ga.gov](mailto:Carolyn.Belcher@dnr.ga.gov).

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**Marine Biologist 2 Continued**

**If interested in applying for this position, please complete a DNR Application for Employment and mail it to the address listed below or submit it electronically to the e-mail address highlighted below:**

Georgia Department of Natural Resources  
Coastal Resources Division

ATTN: Gale Kennedy

One Conservation Way, Suite 312

Brunswick, GA 31520-8687

**CRD.CRDDNR@dnr.ga.gov** (Please include the position name in the subject)

Fax: (912) 262-2318

## Marine Tech 3

<b>LOCATION</b>	CRD – Glynn County						
<b>DIVISION</b>	Coastal Resources Division						
<b>POSITION #</b>	<b>00099596</b>	<b>JOB CODE</b>	<b>NRT052</b>	<b>PAYGRADE</b>	<b>J</b>	<b>ENTRY SALARY</b>	<b>\$35,569.36</b>

### JOB DESCRIPTION

The incumbent in this position will be expected to assist in accomplishing the goals and objectives of the Ecological Monitoring Surveys (EMS) group, which is responsible for conducting multiple biological field studies utilizing trawl gear on small and large vessels and on board commercial fishing vessels. Under broad supervision, supports biological and technical staff during the collection of data used to manage Georgia's seafood industry and marine recreational fishery. Supervises other technicians and seasonal employees during activities such as marine fisheries field operations, collection of commercial and recreational fishery catch and effort data, boating and fishing access construction and maintenance, and public outreach and education.

### MINIMUM QUALIFICATIONS

Completion of coursework equivalent to an Associate's degree in Marine Sciences or a related field from an accredited college or university

#### **AND**

One year of experience at a level equivalent to a Marine Tech 2 (NRT051).

#### **OR**

Two years of experience at a level equivalent to a Marine Tech 2 (NRT051).

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Bachelor's Degree (in fisheries science or closely related field)
- Experience in utilizing trawl gear (large and small vessel)
- Experience in identification of southeastern Atlantic marine organisms (finfish/crustaceans/etc.)
- Possess strong navigational skills and the ability to operate small vessels in coastal waters
- Experience in field sampling methodology and equipment
- Proficiency in data management, including entering, proofing, and reporting data
- Strong oral communication skills and ability to liaison with members of the fishing industry and general public

**NOTE:** Applicants that previously applied for this position from DNR Vacancy Announcement # 17-2015 and #18-2015 must re-apply to be considered for this position.

Please direct questions about the position to Carolyn Belcher at [Carolyn.Belcher@dnr.ga.gov](mailto:Carolyn.Belcher@dnr.ga.gov).

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**Marine Tech 3 Continued**

If interested in applying for this position, please complete a DNR Application for Employment and mail it to the address listed below or submit it electronically to the e-mail address **highlighted** below:

Georgia Department of Natural Resources  
Coastal Resources Division  
ATTN: Gale Kennedy  
One Conservation Way, Suite 312  
Brunswick, GA 31520-8687  
**CRD.CRDDNR@dnr.ga.gov** (Please include the position name in the subject)  
Fax: (912) 262-2318



## **ENVIRONMENTAL PROTECTION DIVISION VACANCIES**

### **Mgr. 1, Environmental Protection**

<b>LOCATION</b>	<b>Water Protection Branch – Fulton County</b>						
<b>DIVISION</b>	<b>Environmental Protection Division</b>						
<b>POSITION #</b>	<b>00195396</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

#### **JOB DESCRIPTION**

The incumbent in this position manages the Wastewater Regulatory Information Unit (WRIU). The WRIU has responsibility for verifying the completeness of submitted facility compliance data and accurately entering that Discharge Monitoring Report (DMR) data into US Environmental Protection Agency's (EPA) ICIS-NPDES database within EPA-defined time constraints. The WRIU is also responsible for accurately entering or editing Single Event Violations, inspections, monetary penalties, permit limit sets, and enforcement action data into EPA's ICIS-NPDES database within EPA-defined time constraints. The incumbent is also responsible for overseeing and troubleshooting the actions necessary by the WRIU and permit units of the Wastewater Regulatory Program (WRP) to get permit data submitted to the ICIS-NPDES database through the state GAPDES system. This supervisory position also provides support for getting facilities onto the NetDMR system for e-reporting of DMR data. Routine or special request reports from GAPDES or ICIS-NPDES to support the work of the Branch and Division are managed through this position. Finally, the incumbent provides technical support and management/review of special projects within WRP (rule changes, Standard Operating Procedures (SOP's), etc.).

#### **MINIMUM QUALIFICATIONS**

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

#### **PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Familiar with the Clean Water Act and Georgia's Rules and Regulations for Water Quality Control
- Knowledge of and/or experience with ICIS-NPDES, GAPDES, or other web-based federal or state environmental data systems
- Experience and/or understanding of National Pollutant Discharge Elimination System (NPDES) permits
- Knowledge of and/or experience in preparing or reviewing environmental permit compliance data
- Knowledge of and/or experience working with databases and generating/manipulating queries to generate user-defined reports
- Proficient with Microsoft Office, especially Excel

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**Mgr. 1, Environmental Protection Continued**

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address **highlighted** below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
Environmental Protection Division  
ATTN: Erin Elmore  
2 MLK Jr. Drive  
Suite 1456, East Tower  
Atlanta, GA 30334  
**[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)**

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	Land Protection Branch – Fulton County						
<b>DIVISION</b>	Environmental Protection Division						
<b>POSITION #</b>	<b>00100972</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages the Response Development Unit 2 (RDU2) of the Response and Remediation Program (RRP). Under limited supervision of the RRP Program Manager, the manager directs the activities of environmental engineers, geologists and specialists performing complex regulatory functions in overseeing the investigation and cleanup of contaminated sites including all aspects of compliance, enforcement and technical oversight. The manager acts as a subject area technical expert and routinely provides leadership, guidance, and training in meetings with staff and interested parties regarding compliance with environmental laws, rules, and policies. The manager will be involved in the development, interpretation, implementation, and enforcement of federal and state regulations, policies, guidance and procedures (including HSRA, VRPA, UECA, and GBA). RDU2 focuses on VRP sites and ensures consistency in the implementation of VRPA and UECA throughout the Program.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience in hazardous site characterization, corrective action and enforcement
- Experience in the interpretation and implementation of applicable state and federal regulations
- Excellent verbal and written communication skills
- Comfortable in interacting with the public and in supervising professional staff
- Experience in developing policies and procedures

**NOTE:** Applicants that previously applied for position # 00100986 will be considered for this position also and do not need to apply for this position.

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Environmental Protection Division  
 ATTN: Erin Elmore  
 2 MLK Jr. Drive  
 Suite 1456, East Tower  
 Atlanta, GA 30334  
[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)

**NOTE:** This position will remain on the DNR Vacancy Announcement until filled.

Vacancy Ann # 05-2016

Deadline Date: 02/09/2016

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	Land Protection Branch – Fulton County						
<b>DIVISION</b>	Environmental Protection Division						
<b>POSITION #</b>	<b>00100986</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages the Response Development Unit 3 (RDU3) of the Response and Remediation Program (RRP). Under limited supervision of the RRP Program Manager, the manager directs the activities of environmental engineers and geologists performing complex regulatory functions in overseeing the investigation and cleanup of contaminated sites including all aspects of compliance, enforcement and technical oversight. The manager acts as a subject area technical expert and routinely provides leadership, guidance, and training in meetings with staff and interested parties regarding compliance with environmental laws, rules, and policies. The manager will be involved in the development, interpretation, implementation, and enforcement of federal and state regulations, policies, guidance and procedures (including HSRA, VRPA, UECA, and GBA). RDU3 also manages the state contract for sites being cleaned up using the Hazardous Waste Trust Fund.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience in hazardous site characterization, corrective action and enforcement
- Experience in the interpretation and implementation of applicable state and federal regulations
- Excellent verbal and written communication skills
- Comfortable in interacting with the public and in supervising professional staff
- Experience in developing policies and procedures

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Environmental Protection Division  
 ATTN: Erin Elmore  
 2 MLK Jr. Drive  
 Suite 1456, East Tower  
 Atlanta, GA 30334  
[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

Vacancy Ann # 05-2016

Deadline Date: 02/09/2016

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	<b>Water Protection Branch – Fulton County</b>						
<b>DIVISION</b>	<b>Environmental Protection Division</b>						
<b>POSITION #</b>	<b>00101034</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages the Erosion and Sedimentation Unit of the Nonpoint Source Program. Responsibilities include stream buffer variances, National Pollutant Discharge Elimination System (NPDES) construction stormwater permits, overviews of local government erosion and sedimentation issuing authority, production of guidance documents for the regulated community, preconstruction notices associated with wetland permitting. The incumbent communicates extensively with internal and external stakeholders and provides leadership and advice to the erosion and sediment control community in Georgia on state policy, rules, and procedures. Duties include field visits and technical assistance to local governments and other Environmental Protection Division programs.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Extensive knowledge of Erosion and Sediment Control Practices
- Knowledge of streams and stream morphology
- Experience with building construction
- Familiarity with business process improvement
- Proven interpersonal, communication and negotiation skills
- Experience working with multidisciplinary stakeholder groups
- Demonstrated commitment to environmental protection

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Environmental Protection Division  
 ATTN: Erin Elmore  
 2 MLK Jr. Drive  
 Suite 1456, East Tower  
 Atlanta, GA 30334  
[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

Vacancy Ann # 05-2016

Deadline Date: 02/09/2016

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	Land Protection Branch – Clayton County						
<b>DIVISION</b>	Environmental Protection Division						
<b>POSITION #</b>	<b>00101092</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages the Industrial and Municipal Solid Waste Unit. The Manager oversees the Unit's responsibilities for the siting, permitting, financial assurance, construction, and closure and post closure of solid waste handling facilities; review and acknowledgement of all Permit by Rule operations (collection operations, transfer stations, composting, and on-site processing operations); review and approval of biomedical waste handling and petroleum contaminated soil processors; and compliance inspections of private industrial solid waste handling facilities.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Bachelor's degree or higher in mechanical, civil, chemical or environmental engineering
- Experience in writing and/or reviewing permits for solid waste facilities
- Experience in interpreting and implementing state or federal rules

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Environmental Protection Division  
 ATTN: Erin Elmore  
 2 MLK Jr. Drive  
 Suite 1456, East Tower  
 Atlanta, GA 30334  
[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

Vacancy Ann # 05-2016

Deadline Date: 02/09/2016

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	Coastal District Office – Glynn County						
<b>DIVISION</b>	Environmental Protection Division						
<b>POSITION #</b>	<b>00101318</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages a compliance unit in the Coastal District office located in Brunswick, GA. The manager directly supervises a team responsible for implementing inspection and compliance activities in a 25 county area. The incumbent is responsible for day to day activities of the unit as well as providing technical direction to Environmental Engineers and Environmental Specialists. The incumbent reviews and approves letters, inspection reports and enforcement actions and negotiates settlements of enforcement actions.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience working with multi-disciplinary regulatory programs
- Strong written and verbal communication skills
- Demonstrated negotiation skills

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Environmental Protection Division  
 ATTN: Erin Elmore  
 2 MLK Jr. Drive  
 Suite 1456, East Tower  
 Atlanta, GA 30334  
[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

Vacancy Ann # 05-2016

Deadline Date: 02/09/2016

## Mgr. 1, Environmental Protection

<b>LOCATION</b>	<b>Water Protection Branch – Fulton County</b>						
<b>DIVISION</b>	<b>Environmental Protection Division</b>						
<b>POSITION #</b>	<b>00173638</b>	<b>JOB CODE</b>	<b>RCM010</b>	<b>PAYGRADE</b>	<b>M</b>	<b>ENTRY SALARY</b>	<b>\$52,172.55</b>

### JOB DESCRIPTION

The incumbent in this position manages the Grants Unit of the Nonpoint Source Program. Responsibilities, duties and expectations include managing the day-to-day responsibilities of the Unit comprised of project administrators who oversee Section 319(h) and other grant funded projects, review grant applications, review project deliverables and other nonpoint source related activities. The incumbent provides leadership and vision to the Georgia nonpoint source community; ensures accurate reporting of financial and programmatic activities both internally and externally; develops grant criteria and policies that proactively meet state and federal requirements and serves as liaison to federal agencies, other state agencies, local governments, and other stakeholder groups on matters pertaining to grants and nonpoint source management. The incumbent ensures compliance with all laws, rules and policies pertaining to grants and associated nonpoint source management.

### MINIMUM QUALIFICATIONS

Bachelor's degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical or Sanitary) or related field from an accredited college or university

#### **AND**

Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Excellent communication and writing skills
- Demonstrated experience influencing, developing, and implementing environmental policy
- Demonstrated leadership and visionary qualities
- Successful experience in the development and maintenance of partnerships or working groups
- Technical knowledge of nonpoint pollution controls, stream restoration, ecology, and/or watershed planning
- Proven ability to manage time and diverse activities while delivering quality results
- Graduate degree in business, law, engineering, biology, environmental science, or other relevant field
- Successful experience in marketing
- Experience with accounting principles and practices and the analysis and reporting of financial data
- Knowledge of grants management policies, practices and information technology applications to track and manage financial reporting
- Demonstrated commitment to environmental protection and restoration

**(CONTINUED ON PAGE 17)**



**Mgr. 1, Environmental Protection Continued**

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address **highlighted** below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
Environmental Protection Division  
ATTN: Erin Elmore  
2 MLK Jr. Drive  
Suite 1456, East Tower  
Atlanta, GA 30334  
**[JobsAtEPD@dnr.ga.gov](mailto:JobsAtEPD@dnr.ga.gov)**

**NOTE: This position will remain on the DNR Vacancy Announcement until filled.**

## Parks, Recreation & Historic Sites Division Vacancies

### Park / Historic Site Mgr. 2

<b>LOCATION</b>	Panola Mountain State Park - Rockdale County						
<b>DIVISION</b>	Parks , Recreation & Historic Sites Division						
<b>POSITION #</b>	<b>00098920</b>	<b>JOB CODE</b>	<b>NRP013</b>	<b>PAYGRADE</b>	<b>J</b>	<b>ENTRY SALARY</b>	<b>\$39,038.32</b>

#### JOB DESCRIPTION

Plans, directs, manages, or coordinates activities of a Georgia State Parks facility (state parks, historical sites, golf courses and/or lodges). Organizes processes and develops procedures to manage administrative aspects of park. Responsible for the management of staff, budget and revenue. Supervises and plans work of assigned staff.

#### MINIMUM QUALIFICATIONS

Bachelor's degree from an accredited college or university

**AND**

Two years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

Associate's degree from an accredited college or university

**AND**

Four years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

High School Diploma/GED

**AND**

Six years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

Three years of experience as a Park/Historic Site Asst. Mgr. (NRP011).

**OR**

Two years of experience as a Park/Historic Site Mgr. 1 (NRP012).

**NOTE:** The **selected** candidate must reside in housing provided and the **selected** candidate will be required to pay 100% of residence utilities.

**NOTE:** This position may have law enforcement responsibilities based on the **selected** candidate.

**NOTE:** Applicants that previously applied from DNR Vacancy Announcement # 48-2015 and #51-2015 are still being considered and do not need to re-apply.

**(CONTINUED ON PAGE 19)**

**Park/Historic Site Mgr. 2 Continued**

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address **highlighted** below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
Parks, Recreation and Historic Sites Division  
ATTN: Michelle McLaurin  
1463 Knox Chapel Rd.  
Social Circle, GA 30025  
**[parks4@dnr.ga.gov](mailto:parks4@dnr.ga.gov)**

## Park / Historic Site Mgr. 2

<b>LOCATION</b>	<b>Hard Labor Creek State Park - Morgan County</b>						
<b>DIVISION</b>	<b>Parks , Recreation &amp; Historic Sites Division</b>						
<b>POSITION #</b>	<b>00098896</b>	<b>JOB CODE</b>	<b>NRP013</b>	<b>PAYGRADE</b>	<b>J</b>	<b>ENTRY SALARY</b>	<b>\$39,038.32</b>

### JOB DESCRIPTION

Plans, directs, manages, or coordinates activities of a Georgia State Parks facility (state parks, historical sites, golf courses and/or lodges). Organizes processes and develops procedures to manage administrative aspects of park. Responsible for the management of staff, budget and revenue. Supervises and plans work of assigned staff.

### MINIMUM QUALIFICATIONS

Bachelor's degree from an accredited college or university

**AND**

Two years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

Associate's degree from an accredited college or university

**AND**

Four years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

High School Diploma/GED

**AND**

Six years of experience in a State Park, Historic Site, or similar facility with assigned duties in specialized area(s) such as resource management, guest services, administration, programming, security or facilities maintenance.

**OR**

Three years of experience as a Park/Historic Site Asst. Mgr. (NRP011).

**OR**

Two years of experience as a Park/Historic Site Mgr. 1 (NRP012).

**NOTE:** The **selected** candidate must reside in housing provided and the **selected** candidate will be required to pay 100% of residence utilities.

**NOTE:** This position may have law enforcement responsibilities based on the **selected** candidate.

**NOTE:** Applicants that previously applied for this position from DNR Vacancy Announcement # 21-2015, # 32-2015, # 39-2015 and #48-2015 are still being considered and do not need to re-apply to be considered for this position.

**(CONTINUED ON PAGE 21)**

**Park/Historic Site Mgr. 2 Continued**

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
Parks, Recreation and Historic Sites Division  
ATTN: Michelle McLaurin  
1463 Knox Chapel Rd.  
Social Circle, GA 30025  
**[parks4@dnr.ga.gov](mailto:parks4@dnr.ga.gov)**

## Park / Historic Site Asst. Mgr.

<b>LOCATION</b>	Panola Mountain State Park – Rockdale County						
<b>DIVISION</b>	Parks , Recreation & Historic Sites Division						
<b>POSITION #</b>	<b>00098922</b>	<b>JOB CODE</b>	<b>NRP011</b>	<b>PAYGRADE</b>	<b>H</b>	<b>ENTRY SALARY</b>	<b>\$29,399.50</b>

### JOB DESCRIPTION

Plans and coordinates activities of a Georgia State Parks facility (state parks, historical sites, golf courses and/or lodges). Organizes processes and develops procedures to manage administrative aspects of park.

### MINIMUM QUALIFICATIONS

Bachelor's degree from an accredited college or university.

**OR**

Associate's degree from an accredited college or university

**AND**

Six months of experience working in a State Park, Historic Site or similar facility.

**OR**

Associate's degree from an accredited college or university

**AND**

Six months of full time law enforcement, security or public safety experience.

**OR**

High School Diploma/GED

**AND**

One year of full time experience working in a State Park, Historic Site or similar facility.

**OR**

High School Diploma/GED

**AND**

One year of full time law enforcement, security or public safety experience.

**NOTE:** The **selected** candidate must reside in housing provided and the **selected** candidate will be required to pay 100% of residence utilities.

**NOTE:** This position may have law enforcement responsibilities based on the **selected** candidate.

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
Parks, Recreation and Historic Sites Division  
ATTN: Michelle McLaurin  
1463 Knox Chapel Rd.  
Social Circle, GA 30025  
[parks4@dnr.ga.gov](mailto:parks4@dnr.ga.gov)

## Parks Maintenance Tech 2

<b>LOCATION</b>	James H. Floyd State Park – Chattooga County						
<b>DIVISION</b>	Parks, Recreation & Historic Sites Division						
<b>POSITION #</b>	<b>00098789</b>	<b>JOB CODE</b>	<b>NRT031</b>	<b>PAYGRADE</b>	<b>F</b>	<b>ENTRY SALARY</b>	<b>\$24,322.01</b>

### JOB DESCRIPTION

Plans and/or implements the maintenance programs for parks, museums, recreation facilities, or golf courses. May assist in management of park facilities.

### MINIMUM QUALIFICATIONS

Vocational/Technical School degree in a related field from an accredited college or university.

#### **OR**

One year of experience in general building, park or golf course maintenance that involved general repairs, building maintenance and ground maintenance.

**NOTE:** The **selected** candidate must reside in housing provided and the **selected** candidate will be required to pay 100% of residence utilities.

**NOTE:** Applicants that previously applied from DNR Vacancy Announcement # 46-2015 are still being considered and do not need to re-apply.

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
Parks, Recreation and Historic Sites Division  
ATTN: Angie Johnson  
P.O. Box 1029  
Helen, GA 31520  
[parks1@dnr.ga.gov](mailto:parks1@dnr.ga.gov)

## Groundskeeper 3

<b>LOCATION</b>	Laura Walker State Park Golf Course – Ware County						
<b>DIVISION</b>	Parks, Recreation & Historic Sites Division						
<b>POSITION #</b>	<b>00099078</b>	<b>JOB CODE</b>	<b>FES032</b>	<b>PAYGRADE</b>	<b>C</b>	<b>ENTRY SALARY</b>	<b>\$20,039.02</b>

### JOB DESCRIPTION

Maintains grounds in an attractive and orderly condition by trimming lawns, removing leaves and debris and other related duties. Operates and maintains grounds equipment as necessary. May serve as lead worker and/or supervise support staff.

### MINIMUM QUALIFICATIONS

One year of related experience

**AND**

Valid driver's license

**OR**

One year at the lower level or position equivalent. (FES031)

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with prior golf course experience.

**If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:**

Georgia Department of Natural Resources  
 Parks, Recreation and Historic Sites Division  
 ATTN: Kat Edmond  
 One Conservation Way  
 Brunswick, GA 31520  
[parks2@dnr.ga.gov](mailto:parks2@dnr.ga.gov)