



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

VACANCY ANNOUNCEMENT #14-2017

APPLICATION DEADLINE DATE: **April 11, 2017**

Vacant Position Listing

Please click on the Job Title – Location to learn more about the advertised vacant position

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Georgia County & Major City Map



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.
- Employees will be given the opportunity to compete within their division or within central office to transfer to or voluntary demote to a vacant position prior to consideration of applicants from outside of the agency.
- Applications and/or résumés 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/résumé to the address listed on the front of this announcement.
- Applicants must submit one application/résumé 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 résumé, please attach this with the DNR Application for Employment.
- Please be sure to include the following information on your application; Job Title and Position Number.
- 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) or the Association of International Credentials Evaluators (www.aice-eval.org).
- 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.
- DNR is a registered participant in the federal work authorization program commonly known as E-Verify. DNR uses this program to verify employment eligibility of individuals hired on or after July 1, 2007. DNR's E-Verify ID # is 45119, Authorized July 1, 2007.
- 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
www.GeorgiaEPD.org
www.GAshpo.org
www.GADNRL.org
www.GAStateParks.org
www.GeorgiaWildlife.org

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

Law Enforcement Position Hiring Information

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 with 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. The DNR P.O.S.T. Certified Position Application for Employment can be found on the Careers page of the DNR website at <http://www.gadnr.org/careers>.

Applicants who are P.O.S.T. Certified must provide a copy of their P.O.S.T. Certification Certificate when applying for a Law Enforcement position with the Georgia Department of Natural Resources.

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; Austell; Columbus; Forsyth; Savannah; Tifton.
- Upon obtaining P.O.S.T. Certification, the employee is then required to complete a 14-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 September 1, 2016 the **ACCUPLACER** test became the official P.O.S.T. Entrance Exam for law enforcement candidates. The **ACCUPLACER** test is administered through the Technical College System of Georgia at various Technical Colleges throughout Georgia (see reverse side of this page for testing locations and information). The **ACCUPLACER** test is a computer-based exam that provides immediate results. This test measure reading, writing and numerical skills.

Also scores from the ASSET exam, COMPASS exam, SAT, ACT and CPE are accepted. Below are the minimum scores required for satisfying OCGA 35-8-8 regarding completion of the POST Entrance Examination:

TEST PORTION	ACCUPLACER	ASSET	COMPASS	SAT	ACT	CPE
Reading	55	38	70			
Writing	60	35	32			
* Numerical	34	35	26			
Verbal or Critical Reading / Reading				430		75
Verbal or English and Reading					18	
Math				400	16	75
English						75

* - This score is used for evaluation purposes only and does not determine whether a candidate successfully passes the exam. Persons attending the Basic Law Enforcement Training Course (BLETC) at one of the Technical Colleges in Georgia are required to achieve this minimum score.

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.

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.

NOTE: Per OCGA 35-8-8, candidates that do not perform satisfactory on the Entrance Exam will be ineligible to retake the Entrance Exam for a period of 30 days after the unsuccessful attempt.

CENTRAL OFFICE VACANCY

Fleet/Motor Pool Specialist 3 – Fulton County

LOCATION	Administrative Services - Purchasing						
DIVISION	Central Office						
POSITION #	00185493	JOB CODE	FET052	PAYGRADE	H	ENTRY SALARY	\$27,248.75

JOB DESCRIPTION

Performs job responsibilities with minimal supervision. Serves as organization resource on fleet. Responds to questions concerning policies and procedures. Handles the whole lifecycle of a vehicle. Maintains fleet program records and vehicle records relating to maintenance, operation and disposal. Analyzes vehicle information and makes recommendations.

MINIMUM QUALIFICATIONS

High school diploma

AND

Two years of experience in area of assignment.

OR

One year of experience in the lower level Fleet/Motor Pool Specialist 2 (FET051) or position equivalent.

PREFERRED QUALIFICATIONS

Preference may be given to applicants with above average excel 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
 Office of Human Resources
 ATTN: Jennifer Gadson
 2 MLK Jr. Drive, SW
 Suite 1258, East Tower
 Atlanta, GA 30334
Jennifer.Gadson@dnr.ga.gov

Parks, Recreation & Historic Sites Division Vacancy
Administrative Support 2 – Columbia County

LOCATION	Mistletoe State Park						
DIVISION	Parks, Recreation & Historic Sites Division						
POSITION #	00098874	JOB CODE	GSS081	PAYGRADE	D	ENTRY SALARY	\$20,039.02

JOB DESCRIPTION

Under general supervision, performs a variety of general secretarial, clerical, and administrative support functions/processes or a few specialized or essential clerical functions in support of a unit or office and related personnel. May enter data and/or process documents and records. The work includes operating standard office equipment. Work is performed under the general supervision of a clerical or administrative supervisor.

Primary Duties & Responsibilities:

- Completes tasks and assignments associated with administrative support functions (ie. licensure, personnel, purchasing, records management, inventory or similar function)
- Provides clerical support such as incidental typing, filing, ordering supplies and sorting mail
- Provides clerical support within assigned functional area (ie. processing/transactions, review of applications, scheduling training, scheduling facilities maintenance, reconciling financial records, assessing/collecting fees for a program and generating reports
- Provides general clerical support to an office, to include such tasks as data entry/maintenance, copying/distributing documents and materials, maintaining recordkeeping and filing systems, etc.
- Provides secretarial and administrative support to an upper-level manager
- Uses independent judgement and initiative to perform administrative, clerical and secretarial duties in support of an individual employee or group of employees

MINIMUM QUALIFICATIONS

High school diploma or GED

AND

Two years of general office or administrative 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: Denise White
1463 Knox Chapel Rd.
Social Circle, GA 30025
Parks4@dnr.ga.gov

Wildlife Resources Division Vacancy GIS Specialist 3 – Walton County

LOCATION	WRD Headquarters						
DIVISION	Wildlife Resources Division						
POSITION #	00213630	JOB CODE	LSP062	PAYGRADE	L	ENTRY SALARY	\$40,982.94

JOB DESCRIPTION

Under limited supervision, working both independently and as part of a team, this position will support the coordination, development and management of land and species management geospatial databases. The incumbent will coordinate statewide data collection, bridge data and information gaps, develop informative GIS products, and evaluate and support administrative requirements for annual reporting. This position will also coordinate the collection and management of geospatial data to include annual population surveys, wildlife management area (WMA) habitat projects, WMA operation and maintenance activities, shooting ranges, timber management activities, hunting maps, and all spatial data needed for federal grant proposals and performance reports.

MINIMUM QUALIFICATIONS

Bachelor's degree in geography, cartography, geology, forestry or a closely related field from an accredited college or university

AND

One year of experience in the area of assignment.

OR

One year of experience required at the lower level GIS Specialist 2 (LSP061) or position equivalent.

PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience with Geographic Information System applications, tools, and resources, including familiarity with both raster and vector resources, geodatabases, cartographic principles and common software tools
- Experience with relational, multi-user spatial database design, development and management; including the integration of existing databases (spatial and non-spatial)
- Experience with collection, analysis and dissemination of geospatial and related data/information
- Experience with wildlife management or biological sciences databases or geospatial projects

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
Office of Human Resources
ATTN: Connie Hopkins
2067 U.S. Highway 278
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

Marine Biologist 2 – McIntosh County

LOCATION	WRD – Sapelo Island National Estuarine Research Reserve & Visitor Center						
DIVISION	Wildlife Resources Division						
POSITION #	00191858	JOB CODE	NRP041	PAYGRADE	K	ENTRY SALARY	\$43,063.23

JOB DESCRIPTION

This position serves as the Stewardship Coordinator for the Sapelo Island National Estuarine Research Reserve (SINERR). The incumbent in this position will plan, design, and implement upland and wetland habitat restoration and management projects within Reserve boundaries and elsewhere on Sapelo Island, typically in partnership with R.J. Reynolds Wildlife Management Area staff, but also with other on-island partners and other state & federal agency staff, non-governmental organizations, and academic institutions. The incumbent is responsible for writing grants to fund restoration & management projects, obtain required state & federal permits, monitor the results of management & restoration projects, and write and submit required project reports. Use GIS tools & products to address natural resource management, restoration & protection issues within SINERR and on Sapelo. Provide SINERR & Sapelo-related GIS databases to partners, researchers, etc., upon request. Assist with SINERR Research & Monitoring projects/programs and other Reserve and partner projects as appropriate. Maintain SINERR's historical map & photo archives and provide copies to partners, researchers, etc., upon request. Direct the Reserve's Stewardship Program, including developing annual work plans and budgets, contributing to semi-annual reports, and participating on all core team tasks and responsibilities. Participate fully in national NERRS Stewardship Program activities, and represent SINERR within the NERRS network more generally.

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:

- Master's degree in biology, ecology, geography, natural resources or related field
- Experience developing and implementing habitat management & restoration projects in coastal ecosystems
- Experience writing grant proposals for habitat management and restoration projects
- Experience obtaining state and federal permits
- Experience developing and managing programs and projects
- Experience utilizing GIS tools & products to address natural resource issues
- Experience recruiting, directing & overseeing volunteers, interns, students and others

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Marine Biologist 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
Office of Human Resources
ATTN: Connie Hopkins
2067 U.S. Highway 278
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

Fisheries Technician 2 - Chattooga County

LOCATION	Summerville Hatchery						
DIVISION	Wildlife Resources Division						
POSITION #	00185100	JOB CODE	NRT061	PAYGRADE	I	ENTRY SALARY	\$32,418.30

JOB DESCRIPTION

Under general supervision, performs supporting tasks for all phases of fish culture at the Summerville Trout Hatchery including care of brood stock, care of incubating eggs, and rearing newly-hatched fry to fingerling and adult sizes. Transports live fish to and from hatcheries and various bodies of water. Operates and maintains assigned equipment, facilities, and grounds and purchases supplies and materials as needed. Work may include nights, weekends, and holidays.

MINIMUM QUALIFICATIONS

Associate's degree in Fisheries Management or a related field from an accredited college or university.

OR

Completion of equivalent coursework (90 quarter hours or 60 semester hours) in Fisheries Management or a related field from an accredited college or university.

OR

Two years of experience in the Wildlife Resources Division as a Fisheries Technician 1 (NRT060) which included responsibilities in fisheries management.

PREFERRED QUALIFICATIONS

Preference may be given to:

- Applicants with experience in coldwater fish culture
- Current DNR/WRD employees

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
 Office of Human Resources
 ATTN: Connie Hopkins
 2067 US Hwy, 278, SE
 Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

***Hunting & Shooting Education Specialist 1 /2 - Jasper County**

LOCATION	Charlie Elliott Wildlife Center						
DIVISION	Wildlife Resources Division						
POSITION #	00212452	JOB CODE	GSP120	PAYGRADE	G	ENTRY SALARY	\$24,771.59
			GSP121		I		\$29,973.63

Based on education and experience, the selectee will be hired into one of the above mentioned job codes.

Official Job Title: Training and Development Specialist 1 / 2

JOB DESCRIPTION

Under general supervision, the position will plan, develop and implement education and outreach programs for the Hunter Development Program at Charlie Elliott Wildlife Center. Specific duties will include teaching workshops, hunter education classes, advanced hunter education programs, shotgun workshops, summer camps, coaching in all the shooting disciplines and working with volunteers to advance hunter education and the shooting sports. Additional responsibilities will include oversight of shooting range operations and enhancements, supervising hourly Range Safety Officers and may develop new archery and shooting range facilities.

MINIMUM QUALIFICATIONS

GSP120 - Hunting & Shooting Education Specialist 1

High school diploma or GED

AND

One year of experience in a support role providing coaching, mentoring or related job duties and knowledge of functional business area where training is to be provided.

GSP121 - Hunting & Shooting Education Specialist 2

High school diploma or GED

AND

Two years of experience providing educational, training or instructional services in functional area.

PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Coaching experience
- Experience teaching and coordinating shooting sports programs
- Experience teaching and coordinating hunter education programs
- Experience coordinating and working with volunteers
- A Bachelor's degree in education or natural resources related field
- Instructor certifications in shooting disciplines from recognized shooting sports organizations (e.g. National Rifle Association, USA Shooting, Amateur Trapshooting Association, World Archery etc.)

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address [highlighted](mailto:Connie.Hopkins@dnr.ga.gov) below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Connie Hopkins
2067 US Hwy, 278, SE
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

Environmental Protection Division Vacancies

***Assistant Branch Chief – Fulton County**

LOCATION	Land Protection Branch						
DIVISION	Environmental Protection Division						
POSITION #	00100895	JOB CODE	RCM012	PAYGRADE	O	ENTRY SALARY	\$76,282.46

**Official Title - Senior Manager 1, Environmental Protection*

JOB DESCRIPTION

The incumbent in this position serves as the Assistant Branch Chief of the Land Protection Branch. The Land Protection Branch of the Georgia Environmental Protection Division is responsible for managing the land based environmental regulatory programs to ensure protection and restoration of the land and any associated water resources. The land programs include solid waste, hazardous waste, tires, surface mining, underground storage tanks, lead and asbestos, and brownfields. Job responsibilities for the Assistant Branch Chief position include, but are not limited to:

- Assist the Land Protection Branch Chief in carrying out job responsibilities
- Provide management oversight for some programs/functions within the Branch
- Organizational strategic planning
- Evaluate internal business processes, and recommend and implement changes to improve organizational effectiveness
- Develop and implement talent management strategies
- Facilitate communication between programs within the Branch

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

Five years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research, Two years of which in a managerial or supervisory capacity.

OR

Three years of experience required at the lower level Manager 2, Environmental Protection (RCM011) or position equivalent.

NOTE: Graduate coursework in the above areas may substitute for a maximum of two years of non-managerial/supervisory experience.

PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience in implementing environmental regulations
- Experience in developing policies and procedures
- Experience in supervising professional staff
- Strong written and verbal communication skills
- Demonstrated ability to identify and implement needed organizational or functional improvements

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Assistant Branch Chief 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: Arveeta Turner
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov

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

Manager 1, Environmental Protection – Clayton County

LOCATION	Land Protection Branch						
DIVISION	Environmental Protection Division						
POSITION #	00100905	JOB CODE	RCM010	PAYGRADE	M	ENTRY SALARY	\$52,172.55

JOB DESCRIPTION

This position is located in the Georgia Environmental Protection Division – Land Protection Branch. The incumbent in this position will manage new Enforcement Unit in the Underground Storage Tank (UST) Program. The incumbent in this position will manage staff who conduct inspections, review compliance records, issuance of Notices of Compliance, Status Letters, enforcement actions (Notice of Violations (NOV) & Orders), negotiate civil penalty settlement and case closures, track and update status of compliance and enforcement actions in the UST Program’s database, oversee annual tank registration at approximately 9800 UST facilities which includes technical assistance to customers maintaining the UST Program’s registration database. The incumbent will also assist UST Program Manager with legislation, rulemaking, metrics, and special projects.

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:

- Environmental regulatory compliance and enforcement experience
- Experience writing enforcement documents including: review of compliance records, drafting compliance letters, Notice of Violations (NOVs), and Orders; and negotiating settlements with respondents
- Strong Oral, written and interpersonal skills
- Experience producing programmatic metrics (tabular, charts, and graphs) through database queries, use of query tools, and use of Microsoft products such as Excel
- Experience clearly communicating program needs, objectives and issues to customers, contractors, trade organizations, and management

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: Arveeta Turner
 2 MLK Jr. Drive
 Suite 1456, East Tower
 Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov

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

Vacancy Ann # 14-2017

[Return to the Vacant Position Listing](#)

Deadline Date 04/11/17

Manager 1, Environmental Protection – Clayton County

LOCATION	Land Protection Branch						
DIVISION	Environmental Protection Division						
POSITION #	00101001	JOB CODE	RCM010	PAYGRADE	M	ENTRY SALARY	\$52,172.55

JOB DESCRIPTION

This position is located in the Georgia Environmental Protection Division – Land Protection Branch. The incumbent in this position will manage the Regulatory Compliance Unit 2 (RCU2) in the Underground Storage Tank (UST) Program. The incumbent in this position will supervise UST regulatory compliance staff including remotely located field staff, prepare timely and accurate enforcement referrals; assist the UST RCU 1 manager in developing; maintaining, and implementing a rigorous ongoing training program for UST compliance inspectors; tracking/updating status of compliance and enforcement actions in the UST Program’s database and producing programmatic metrics; federal grant management and reporting; researching and responding to Georgia Open Records requests and bankruptcy notices; assist the Enforcement Unit with Georgia Underground Storage Tank (GUST) Trust Fund eligibility, subsequent election and financial assurance reviews; and assist the UST Program Manager with legislation, rulemaking and special projects. This position requires periodic overnight travel.

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 regulatory compliance and enforcement
- Underground storage tank experience
- Experience producing programmatic metrics (tabular, charts, and graphs) through database queries, use of query tools, and use of Microsoft products such as Excel
- Experience clearly communicating program needs, objectives and issues to customers, contractors, trade organizations, and management

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: Arveeta Turner
 2 MLK Jr. Drive
 Suite 1456, East Tower
 Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov

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

Manager 1, Environmental Protection – Fulton County

LOCATION	Watershed Protection Branch						
DIVISION	Environmental Protection Division						
POSITION #	00101287	JOB CODE	RCM010	PAYGRADE	M	ENTRY SALARY	\$52,172.55

JOB DESCRIPTION

This position is located in the Georgia Environmental Protection Division (EPD) – Watershed Protection Branch. The incumbent in this position manages the Drinking Water Permitting Unit that is responsible for the reviews of EPD permitted public drinking water systems. Other responsibilities are determining whether proposed municipal public drinking water systems meet all criteria described in EPD rules as well as minimum standards for drinking water systems as well as planning multi-tiered approach to program implementation. The successful applicant must be able to apply engineering judgment and knowledge of water treatment technologies to determine whether to grant or modify a permit to operate a drinking water system in Georgia and work with other units in EPD and other state and federal agencies to manage the complete Drinking Water Permitting and Regulatory review process. This position will require in-state travel, interaction with drinking water professionals and organizations, general public, water system operators, state inspectors and other state and federal regulatory managers. Excellent communication and team leading skills are vital and include both verbal and written proficiency.

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:

- Knowledge of drinking water regulations and/or drinking water system operation
- Experience in successfully leading and managing teams, units, or organizations in improving processes
- Familiarity with regulatory processes, rule promulgation, rule interpretation and implementation

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: Arveeta Turner
 2 MLK Jr. Drive
 Suite 1456, East Tower
 Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov

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

Licensing Technician 2 – Clarke County

LOCATION	Northeast District Office						
DIVISION	Environmental Protection Division						
POSITION #	00179779	JOB CODE	RCT011	PAYGRADE	G	ENTRY SALARY	\$26,672.14

JOB DESCRIPTION

This position is in the Georgia Environmental Protection Division (EPD) – Northeast District Office located in Athens, Georgia. The incumbent in this position reviews Construction Stormwater Notice of Intent (NOIs) and Notice of Terminations (NOTs) for compliance with National Pollutant Discharge Elimination System (NPDES) General Permits and provides technical assistance to the public regarding these permits. The incumbent enters NOIs and NOTs into a database used to maintain records and generate reports and is responsible for entering the District's activities for NOIs and associated NPDES activities into the NOI database. The incumbent also serves as the liaison between the Fees Coordinator and the District to ensure NOI fee accountability when needed and assist the drinking water team in entering inspections into the Safe Drinking Water Information System (SDWIS).

MINIMUM QUALIFICATIONS

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

OR

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

AND

One year of related experience.

OR

Three years of related experience.

OR

One year of experience at the lower level Licensing Technician 1 (RCT010) or position equivalent.

PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Experience in data entry
- Experience dealing with the public
- Experience with the National Pollutant Discharge Elimination System (NPDES) General Permits for storm water discharges associated with construction activity

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: Arveeta Turner
 2 MLK Jr. Drive
 Suite 1456, East Tower
 Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov