

# Missouri Department of Transportation Job Description

**Job Title:** Intermediate Environmental Specialist

**Title Code:** R04053

**Salary Grade:** 8

**Exemption Status:** Non-Exempt

**Supervisory Responsibilities:** None

**District/Division:** Central Office – Design

**Effective Date:** 07-01-2022

**Replaces (Effective Date):** 05-01-2012

## **General Summary**

The intermediate environmental specialist performs varied and moderately complex activities with regard to ensuring that assigned projects comply with federal and state environmental regulations. Responsibilities are performed under moderate supervision.

## **Minimum/Required Qualifications**

- Bachelor's Degree: Social, Environmental, or Natural Sciences, or related field.
- Two years of experience in environmental studies

## **Special Working Conditions/Job Characteristics**

- Job requires regular, statewide or out-of-state, overnight travel.

## **Examples of Work**

1. Evaluates projects for environmental impacts and compliance with state, federal and organizational guidelines; presents information to department staff through frequent and regular communications; makes recommendations regarding the need to avoid or minimize environmental impacts, or develop compensatory mitigation plans.
2. Prepares, edits, and reviews internal reports, correspondence, and graphic materials as it relates to environmental regulations, requirements, or other environmental issues; including follow up on permit requests as assigned; assists in the preparation of environmental related information and materials for public hearings.

3. Obtains information from environmental staff and district personnel to develop, write, and edit technical reports in accordance with department policies and practices for approval by the Federal Highway Administration and other agencies.
4. Develops mitigation agreements and memoranda of understanding with resource agencies.
5. Provides technical support for the preparation of technical reports for inclusion in environmental documents in accordance with federal requirements and department policies.
6. Researches topics concerning federal or state legislation, regulatory agency guidance, and performs literature computer searches on various environmental topics; provides technical assistance in understanding and complying with state, federal, and organizational environmental standards and regulation and participates on project core teams.
7. May conduct field investigations and analysis regarding floodplain and parkland evaluations, noise assessments, land use determinations, or socio-economic studies.
8. Performs other responsibilities as required or assigned.