

Missouri Department of Transportation

Code: R04127

Title: Intermediate Environmental Specialist - Safety Sensitive

Exemption Status: Non-Exempt

Grade: 13

Job Description

Effective Date	12-01-2013
Replaces (Effective Date)	05-01-2012
General Summary	The intermediate environmental specialist - safety sensitive 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.
Supervisory Responsibilities	None
Location	Central Office - Design
Special Working Conditions/Job Characteristics	Job requires occasional, statewide and out-of-state, overnight travel. Job requires exposure to moderately adverse and undesirable environmental conditions. Job may require operation of vehicles to plow snow and spread ice control materials.

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) Conducts field investigations and analysis regarding biological evaluation, wetland delineations, floodplain and parkland evaluations, noise and hazardous waste assessments, land use determinations, or socio-economic studies.

- (5) Develops mitigation agreements and memoranda of understanding with resource agencies, including negotiation of waste cleanup requirements and other mitigation commitments.
- (6) Provides technical support for the preparation of technical reports for inclusion in environmental documents in accordance with federal requirements and department policies.
- (7) 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.
- (8) Performs other responsibilities as required or assigned.

The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.