

Environmental Project Manager, Senior Scientist/Engineer

Environmental project manager performs varied duties related to site investigation, remediation, and environmental regulatory compliance. The main responsibilities include overseeing the activities required to complete environmental projects, interacting and coordinating with staff and management, and environmental regulatory authorities as required, and performing specific project duties accordingly.

The key responsibilities of an environmental project manager include:

- Carrying out site investigations, collecting, processing, and evaluating the off-site and on-site data, processing and interpretation of chemical, geographical, and geological data for preparing environmental reports and work plans accordingly
- Coordinating with external scientists, engineers, and other regulators for planning the project, providing technical assistance to environmental engineers and program managers for project designing, and maintaining the project standards as per the guidelines by regulatory authorities
- Preparing internal reports for staff members of the organization and analyzing the environmental progress report in accordance with other organizational operations
- Coordinating with suppliers, fieldwork coordinators, subcontractors, and other field staff, supervising the field work for accomplishing the project work for the organization
- Managing other procedures of environmental project handling, preparing budget and financial reports as per the organizational guidelines, and keeping track of finance and budget while preparing tenders for contractors
- Managing the contract discussions with third party contractors, local planning authorities, and other project specific personnel for carrying out the project responsibilities efficiently
- Coordinating with environmental regulatory authorities for obtaining the upgraded environmental compliance guidelines and work accordingly for accomplishing the project responsibilities

Required Qualifications and Skills

A bachelor's degree in geology, environmental engineering, environmental science, or other related scientific / technical field is required. A minimum of five years of experience working with environmental laws and legislations and one year managing projects and staff to complete environmental projects.

Along with the required qualifications and experiences, basic skills are required including oral, written, and verbal communication for conveying the project details to subordinate staff and management team. Also, creativity and sense of innovation are considered as desired skills for devising new approaches for solving complicated environmental issues. Basic computer skills are also necessary for using environment related computer software.

Qualifications

Required qualifications include:

- Bachelor's Degree in Engineering, Geology, or Environmental Science, or related field of expertise or equivalent experience.
- Five years of experience in environmental consulting; with demonstrated experience in the completion of site assessments, remediation, environmental audits, data interpretation, and report writing.
- Technical report writing skills and a working knowledge of MI and EPA regulatory requirements that are applicable to each project assigned. Strong computer skills including Microsoft Office applications, AutoCAD, and ArcGIS.
- OSHA Hazardous Site Operations Worker Training (1910.120).
- A valid driver's license and clean driving record is required for this position.

Working conditions

The position will require occasional evening and weekend work, but will mainly be performed in office. The position also requires outdoor work throughout the year in urban, suburban, and rural settings for the collection of oversight of environmental sampling projects, and to observe and document the work of staff and subcontractors. Strict adherence to Health & Safety Plan and standard operating procedures in performance of field duties is required. This position may require use of personal protective equipment and air monitoring equipment to minimize the potential for exposure to contaminants. Position may require up to 25 percent out of town travel.

Physical requirements

Position requires the ability to lift and carry items weighing up to 50 pounds for short distances, kneeling, walking, lifting, and manually advancing hand operated drilling equipment. Staff Professional must also be able to mix concrete or grout as needed for well construction or abandonment jobs.

Job Type: Full-time

Benefits offered:

- Paid time off
- Health insurance
- Dental insurance
- Retirement benefits or accounts
- Others