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 #44-2018

APPLICATION DEADLINE DATE: November 20, 2018
Vacant Position Listing

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

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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 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 to the address listed on the front of this announcement.
- Applicants must submit one application 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](http://www.gadnr.org/careers).
- If submitting a résumé, please attach this with a completed 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](http://www.naces.org/members.htm)) or the Association of International Credentials Evaluators ([www.aise-val.org](http://www.aise-val.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.
- Information found on publically posted social media accounts may be examined.
- 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  
  [www.CoastalGADNR.org](http://www.CoastalGADNR.org)
- Environmental Protection Division  
  [www.GeorgiaEPD.org](http://www.GeorgiaEPD.org)
- Historic Preservation Division  
  [www.GAshpo.org](http://www.GAshpo.org)
- Law Enforcement Division  
  [www.GADNRL.org](http://www.GADNRL.org)
- Parks, Recreation and Historic Sites Division  
  [www.GAStateParks.org](http://www.GAStateParks.org)
- Wildlife Resources Division  

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

Vacancy Ann # 44-2018  
[Return to the Vacant Position Listing](#)  
Deadline Date 11/20/18
Conservation Ranger 1 (Game Warden) Applicant Information

JOB CODE: PSP040       PAYGRADE: LH       ENTRY SALARY: $41,236.08

The Law Enforcement Division of the Georgia Department of Natural Resources is accepting applications for the position of Conservation Ranger 1 (Game Warden) on a year-round basis. The pool of applications on hand will be pulled as needed by the agency to fill vacant positions. Applicants must submit a DNR P.O.S.T. Certified Position Application for Employment to the DNR Training Academy, along with a current P.O.S.T. Certification Certificate (if applicable) or a copy of the P.O.S.T. Entrance Exam results to the following address:

DNR Training Academy
ATTN: Conservation Ranger Employment
1000 Indian Springs Drive
Forsyth, GA 31029

Or documents may be sent electronically to DNR.Training.Academy@dnr.ga.gov.

Completed applications will be used to create a List of Applicants which will be used to fill positions as needed.

NOTE: Applicants who are not POST certified must pass the P.O.S.T. Entrance Exam to be considered for a Conservation Ranger 1 (Game Warden) position. A copy of the test scores must be included with the application when applying for a Conservation Ranger 1 (Game Warden) position. P.O.S.T. Entrance Exam Information is located on the Careers page of the Law Enforcement Division’s website.

Applicants who are P.O.S.T. Certified must provide a copy of their P.O.S.T. Certification Certificate when applying for a Conservation Ranger (Game Warden) position.

The following information can be used to provide guidance when applying for the Conservation Ranger 1 (Game Warden) position. This information is available on the Careers page of the Law Enforcement Division’s website at www.gadnrle.org/careers-le:
• What is a Game Warden
• Qualifications for Employment
• P.O.S.T. Entrance Exam (POST testing information)
• Selection Process
• Conditional Employment
• Law Enforcement Training
• Career Progression/Promotions/Assignments
• Employment Benefits
• DNR P.O.S.T. Certified Position Application for Employment
• DNR Supplemental Work History
• Conservation Ranger 1 (Game Warden) Hiring Packet
• Becoming a Game Warden Brochure

Additional information is available by contacting the DNR Training Academy at (478) 993-4540 or (478) 993-4545 or via e-mail at DNR.Training.Academy@dnr.ga.gov.

NOTE: The DNR P.O.S.T. Certified Position Application for Employment is being accepted year-round. There is no Deadline Date to submit the application for a Conservation Ranger 1 (Game Warden).
Parks, Recreation and Historic Sites Division Vacancies
Manager 2, Parks and Preservation – Morgan County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Park Operations – Region 4 Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Parks, Recreation &amp; Historic Sites Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00185388</td>
</tr>
</tbody>
</table>

**JOB DESCRIPTION**
Leads the operation, maintenance, and protection of state-owned and managed properties, which emphasize natural, historic or scenic resources preservation. Develops and implements parks and facilities policies and procedures. Directs subordinate managers and staff.

**MINIMUM QUALIFICATIONS**
Bachelor's degree in natural resources management, environmental science, historical preservation or a closely related field from an accredited college or university

AND
Two years of related experience at a supervisory/management level.

OR
One year of experience required at the lower level Manager 1, Parks & Preservation (NRM030) or position equivalent.

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: Eric Bentley
2600 Highway 155
Stockbridge, GA 30281
Parks.hq@dnr.ga.gov
Park/Historic Site Manager 2 – Hall County

LOCATION | Don Carter State Park
DIVISION | Parks, Recreation & Historic Sites Division
POSITION # | 00099340
JOB CODE | NRP013
PAYGRADE | J
ENTRY SALARY | $35,569.36

JOB DESCRIPTION
Under limited supervision, 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.

MINIMUM QUALIFICATIONS
Bachelor's degree from an accredited college or university
AND
Two years of full-time supervisory 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 full-time 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, including two years of supervisory experience.
OR
High School diploma or GED
AND
Six years of full-time 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, including two years of supervisory experience.
OR
Three years of experience required as an Assistant Park/Historic Site Manager (NRP011).
OR
One year of experience required as a Park/Historic Site Manager 1 (NRP012).

NOTE: The selected candidate must reside in housing provided. If not currently residing in DNR housing, the selected candidate will be required to pay 100% of residence utilities.

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 Egan
P.O. Box 1029
Helen, GA 30545
Parks1@dnr.ga.gov

Vacancy Ann # 44-2018   Return to the Vacant Position Listing   Deadline Date 11/20/18
### *Resource Manager – Wheeler/Telfair County*

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Little Ocmulgee State Park</th>
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<tr>
<td>DIVISION</td>
<td>Parks, Recreation and Historic Sites Division</td>
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<tr>
<td>POSITION #</td>
<td>00099039</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>NRP012</td>
</tr>
<tr>
<td>PAYGRADE</td>
<td>I</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$32,418.30</td>
</tr>
</tbody>
</table>

*Official Title: Park/Historic Site Manager 1*

#### JOB DESCRIPTION

The incumbent is responsible for resource management and public safety efforts at all 29 parks/sites south of I-20. This position assists with the remaining 36 parks/sites north of I-20. Resource Management efforts include but are not limited to: Prescribed fire, invasive plant control, timber management, nuisance animal control, deer population management, rare and endangered species habitat management and protection. Public safety efforts include but are not limited to: public drinking water quality control and monitoring, sewage monitoring and compliance to state and federal regulations, dam safety, trail maintenance, view shed clearing, dangerous tree identification and removal. The incumbent is also responsible for installing and maintaining the “Angler Gateway” program. This program provides artificial habitat, fish stocking, invasive aquatic removal and lake fertilization to create target rich fishing experiences for new anglers.

#### MINIMUM QUALIFICATIONS

Bachelor’s degree from an accredited college or university

AND

One year of full-time supervisory/administrative 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

Three years of full-time 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, including one year of supervisory experience.

OR

High school diploma or GED

AND

Five years of full-time 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, including one year of supervisory experience.

OR

Two years of experience required as an Assistant Park/Historic Site Manager (NRP011).

**NOTE:** This position requires traveling in South Georgia. Office location is flexible.

**NOTE:** Applicants that previously applied from DNR Vacancy Announcement # 36-2018 are still being considered and do not need to re-apply.

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(CONTINUED ON PAGE 9)
**Resource Manager 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: Karen Glover  
2600 Highway 155  
Stockbridge, GA  30281  
Parks.hq@dnr.ga.gov
Administrative Support 2 – Henry County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Panola Mountain State Park</th>
</tr>
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<tbody>
<tr>
<td>DIVISION</td>
<td>Parks, Recreation &amp; Historic Sites Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00099435</td>
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<tr>
<td>JOB CODE</td>
<td>GSS081</td>
</tr>
<tr>
<td>PAYGRADE</td>
<td>D</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$21,008.52</td>
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</table>

**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 (i.e. processing/transactions, review of applications, scheduling training, scheduling facilities maintenance, reconciling financial records, assessing/collection fees for a program, generating rep
- 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.

**NOTE:** Applicants that previously applied from DNR Vacancy Announcement # 38-2018 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: Denise White
1463 Knox Chapel Rd.
Social Circle, GA 30025
Parks4@dnr.ga.gov

Vacancy Ann # 44-2018  Return to the Vacant Position Listing  Deadline Date 11/20/18
Wildlife Resources Division Vacancies
Manager 2, Natural Resources – Fulton & Surrounding Counties

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Metro Atlanta Counties (Fulton, Clayton, Cobb, Dekalb or Gwinnett)</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Wildlife Resources Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00100609</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>NRM041</td>
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<tr>
<td>PAYGRADE</td>
<td>N</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$53,377.74</td>
</tr>
</tbody>
</table>

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

JOB DESCRIPTION
Plan, develop, and administer WRD’s Urban Wildlife Management program in the metropolitan Atlanta area. Coordinates with department staff to provide technical guidance materials specific to urban wildlife, serves as liaison to media and local governments, including animal control agencies. Serves as 24/7 on call emergency point of contact for any metro Atlanta wildlife emergencies that exceed the scope of commercial nuisance wildlife control officers. Supervise 3 direct reports, responsible for providing education programs, outreach, and technical guidance specifically geared to the unique demands created by wildlife in urban and suburban areas.

MINIMUM QUALIFICATIONS
Bachelor's degree in biology, zoology, fisheries management, wildlife management or a natural resources related field from an accredited college or university
AND
Two years of related natural resources experience at a supervisory/management level.
OR
One year of experience required at the lower level Manager 1, Natural Resources (NRM040) or position equivalent.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Detailed knowledge relative to nuisance wildlife management
- Certification, training and experience with chemical immobilization of wildlife and capture techniques
- Experience supervising multiple direct reports
- Computer software and mapping experience (e.g. MS Word, Excel, Access, GIS/GPS, and Arc-GIS)
- Wildlife Resources Division experience

NOTE: Within one year of hire, the successful candidate must be vaccinated for rabies and must reside within the metropolitan Atlanta area (Clayton, Cobb, Dekalb, Fulton, Gwinnett counties).

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
Wildlife Technician 3 – Burke County

LOCATION: Di-Lane Plantation WMA  
DIVISION: Wildlife Resources Division  
POSITION #: 00100671  
JOB CODE: NRT012  
PAYGRADE: J  
ENTRY SALARY: $35,569.36

JOB DESCRIPTION
Under limited supervision, responsibilities include intensive habitat management, building and grounds maintenance, supervising personnel, and managing a heavily used hunting area on Di-Lane WMA and other regional duties as assigned. Specific duties include: implementing habitat management plans; utilizing heavy equipment and farm equipment; obtain and maintain a commercial driver's license; creation and maintenance of wildlife openings; prescribed burning; construction, placement, and maintenance of nest structures for a variety of species; planting trees and shrubs; habitat management; maintenance of roads, buildings, gates and other structures; maintenance of property boundary and administration of managed hunts. Serves as after hours on-call person on a rotational basis for emergency response. Also, incumbent is responsible for inventory and maintenance of major state equipment including tractors, farm implements, and other heavy equipment. Collects important biological data for population monitoring of quail, deer, and turkey populations as well as disease monitoring of important wildlife species. In addition, as a team member, this technician will assist with habitat management, maintenance, and managing heavily used hunting areas and other duties in the southeastern district, which consists of 5 WMA's (Di-Lane, Yuchi, Alexander, Big Dukes Pond, and Tuckahoe).

MINIMUM QUALIFICATIONS
Associate’s degree in wildlife management or a related field from an accredited college or university AND
One year of experience required at the lower level Wildlife Technician 2 (NRT011) or position equivalent. OR
Completion of equivalent coursework (90 quarter hours or 60 semester hours) in wildlife management or a related field from an accredited college or university AND
One year of experience required at the lower level Wildlife Technician 2 (NRT011) or position equivalent. OR
High school diploma or GED AND
Two years of experience in the Wildlife Resources Division as a Wildlife Technician 2 (NRT011).

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
• Experience managing early successional habitat and northern bobwhite quail using heavy equipment, prescribe burning herbicides and/or other habitat management techniques
• Experience organizing/planning activities for full-time and part-time staff and/or volunteer groups
• Heavy equipment operation maintenance
• Experience working with field trial organizations and clubs

NOTE: Incumbent must possess Class A Commercial Driver's License (CDL) or be willing and able to obtain a Class A CDL within 12-months of employment.

(CONTINUED ON PAGE 13)
Wildlife Technician 3 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 US Hwy, 278, SE
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

Return to the Vacant Position Listing
**Hunting & Shooting Education Specialist 1/2 – Walton County**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Social Circle</th>
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<tbody>
<tr>
<td>DIVISION</td>
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<tr>
<td>POSITION #</td>
<td>00212452</td>
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<tr>
<td>JOB CODE</td>
<td>GSP120</td>
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<tr>
<td>PAYGRADE</td>
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<td>ENTRY SALARY</td>
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<td>JOB CODE</td>
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<td>PAYGRADE</td>
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<td>ENTRY SALARY</td>
<td>$32,418.24</td>
</tr>
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</table>

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

*Official Title:  Training & Development Specialist 1/2

**JOB DESCRIPTION**

Under limited supervision, the position will plan, develop and implement education and outreach programs for the Hunter Development Program at the Wildlife Resources Conservation Center in Walton County. Specific duties will include teacher 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.).

**NOTE:** Applicants that previously applied from DNR Vacancy Announcement # 31-2018 are still being considered and do not need to re-apply.

*(CONTINUED ON PAGE 15)*
Hunting & Shooting Education Specialist 1/2 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 US Hwy, 278, SE
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov
Wildlife Technician 1 - Dougherty County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>WRD – Game Management – Albany</th>
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</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Wildlife Resources Division</td>
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<tr>
<td>POSITION #</td>
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<tr>
<td>JOB CODE</td>
<td>NRT010</td>
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<tr>
<td>PAYGRADE</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$29,399.50</td>
</tr>
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**JOB DESCRIPTION**

Under direct supervision, this position is assigned for maintenance duties on Wildlife Management Areas (WMAs) in the Southwest Region south work team, which includes River Creek, Mayhaw, Silver Lake, Lake Seminole, and Doerun Pitcherplant Bog WMAs. Specific duties include: implementing assigned tasks in annual WMA work plans; utilizing heavy equipment and farm equipment; creation and maintenance of wildlife openings; prescribed burning; placement and maintenance of nest structures for a variety of species; planting trees and shrubs; maintenance of roads, buildings, gates and other structures; maintenance of property boundary and administration of managed hunts. Incumbent is responsible for maintenance of equipment including tractors, farm implements, and other heavy equipment. Collects important biological data for population monitoring of deer, turkey, and avian populations as well as disease monitoring of important wildlife species; provide other public services such as technical guidance for nuisance abatement, habitat development, and serve as after hours on-call person on a rotational basis for emergency response.

**MINIMUM QUALIFICATIONS**

High school diploma or GED

AND

One year (2 semesters) of Biology.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Experience working for Wildlife Resources Division
- Employment history in wildlife management
- Experience working with heavy equipment, plumbing, electrical, and/or carpentry
- One year of college coursework including biology and wildlife management

**NOTE:** Applicants must possess a Commercial Driver's License (CDL) or be eligible to obtain a CDL. Those hired on a position requiring a CDL who do not possess a CDL will be expected to obtain a CDL within 12 months to perform their job.

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
2070 US Hwy, 278, SE
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

Vacancy Ann # 44-2018  Return to the Vacant Position Listing  Deadline Date 11/20/18
**Environmental Protection Division Vacancies**

*Director, EPD Laboratory – Gwinnett County*

| LOCATION | EPD Laboratory |
| DIVISION | Environmental Protection Division |
| POSITION # | 00101601 | JOB CODE | LSM013 | PAYGRADE | O | ENTRY SALARY | $70,000.00 |

*Official Job Title: Director, Health Laboratory*

**JOB DESCRIPTION**

The Georgia Environmental Protection Division (EPD) is seeking to hire a Laboratory Director for the EPD Laboratory in Norcross, Georgia. The Director will be responsible for the overall management of the EPD Laboratory including: develop, maintain and enforce laboratory quality assurance practices; direct laboratory-testing procedures; enforce and maintain laboratory safety policy; interview, hire, direct, train, evaluate, develop and counsel laboratory employees; maintain knowledge and skill in the latest methodology, techniques, proficiency testing, and instrumentation for the laboratory; manage assigned budgets; direct administrative activities for laboratory employees; perform analyses, interpret results and convey and present laboratory information in a clear and concise manner; protect the chain of custody on all evidence processed; supervise and coordinate all laboratory maintenance and direct subordinate managers and staff.

**MINIMUM QUALIFICATIONS**

Bachelor’s degree in a hard science from an accredited college or university  
AND  
Four years of managerial experience in a laboratory setting.  
OR  
Two years of experience required at the lower level Senior Manager 2, Health Laboratory (LSM012) or position equivalent.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with a broad range of laboratory management experience including project management, quality system, development and administration, personnel and staffing management, methodology and regulatory 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  
Environmental Protection Division  
ATTN: Katie Daniels  
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 # 44-2018  
Return to the Vacant Position Listing  
Deadline Date 11/20/18
Business Support Analyst 3 – Tift County

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**JOB DESCRIPTION**
This position is located in the Georgia Environmental Protection Division (EPD) – Watershed Protection Branch – Water Supply – Agricultural Permitting Unit (APU) in Tifton, GA. The incumbent serves as the APU’s data steward and supervises three employees supporting the unit’s data entry and data management activities. Primary data platforms associated with this position currently include Microsoft Access, Microsoft Excel, and ESRI Geographic Information Systems (GIS). An ongoing function of this position will be to coordinate and act as liaison to EPD IT in their efforts to update the data management systems to transition from a Microsoft Access/GIS geodatabase to SQL server, address data integrity issues and perform data entry as necessary. The incumbent will develop and enforce business rules and processes for data handling, assure data accuracy through application of QA/QC activities, respond timely to specific programmatic queries for resolving identified issues and resolve data errors. The incumbent will be responsible for tracking State agricultural water source permitting data, irrigated acreage data, water use metering data and compliance activities by administering and developing reports and queries necessary to ensure timely overview of Division, Branch and Program milestones as well as related deliverables to and from EPD contractors. Timely and effective communication with program managers regarding applicable outputs and program data needs is essential.

**MINIMUM QUALIFICATIONS**
Bachelor's degree in business or related field from an accredited college or university AND Four years of experience related to area of assignment.

**NOTE:** An equivalent combination of education and job specific experience that provide the knowledge, experience and competencies required to successfully perform the job at the level listed may be substituted on a year-over-year basis.

**PREFERRED QUALIFICATIONS**
Preference may be given to applicants with:
- Coursework or certification in a field of Data and Database Management
- Coursework in Computer Information
- Experience in staff management, resource allocation, and results-oriented coordination and communication to effectively achieve a program's data management objectives
- Knowledge of database queries, theory and design
- Knowledge about Microsoft SQL Server or MySQL
- Knowledge of structured query language (SQL)
- General understanding of operating systems
- General understanding of routine maintenance, recovery, and handling failover of a database
- Prior experience in State and Federal environmental permitting and compliance programs and associated data management

(CONTINUED ON PAGE 19)
Business Support Analyst 3 Continued

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Georgia Department of Natural Resources
Environmental Protection Division
ATTN: Katie Daniels
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.
Environmental Engineer 1/2/3 – Clayton County

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**POSITION #** 00166958  
**JOB CODE** ETP020  
**PAYGRADE** L  
**ENTRY SALARY** $43,000.00

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

**JOB DESCRIPTION**

This position is located in the Georgia Environmental Protection Division (EPD) – Land Protection Branch – Solid Waste Management Program – Surface Mining Unit. Duties of this position will include performing routine compliance inspections on a variety of surface mines throughout Georgia, including rock quarries, clay pits, sand pits, fill material borrow pits, and dredges; release inspections for the termination of permits; complaint investigation and follow-up; enforcement preparations, including drafting documents and inspecting actions taken in response at surface mines; and reviewing and drafting recommendations for surface mining permits and amendments. The incumbent in this position will coordinate with units throughout EPD on compliance and permitting strategies. The incumbent will assist, when applicable, in contract reclamation oversight by preparing scopes of work, assisting in the paperwork for bid and contracts, coordinating with the Finance Department, and evaluating the reclamation efforts of the contractor.

**MINIMUM QUALIFICATIONS**

**ETP020 – Environmental Engineer 1**
Bachelor's degree in Agricultural, Chemical, Civil, Environmental or Civil-Sanitary or Mechanical Engineering from an accredited college or university.

**ETP021 – Environmental Engineer 2**
Bachelor's degree in Agricultural, Chemical, Civil, Environmental or Civil-Sanitary or Mechanical Engineering from an accredited college or university AND
One year of experience in professional environmental or sanitary engineering work.

**ETP022 – Environmental Engineer 3**
Bachelor's degree in Agricultural, Chemical, Civil, Environmental or Civil-Sanitary or Mechanical Engineering from an accredited college or university AND
Two years of experience in professional environmental or sanitary engineering work. OR
One year of experience at a level equivalent to an Environmental Engineer 2 (ETP021).

(CONTINUED ON PAGE 21)
Environmental Engineer 1/2/3 Continued

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Knowledge about Georgia Surface Mining Act and Rules
- Experience in the interpretation and implementation of applicable state and federal regulations
- Knowledge and experience in environmental inspections and/or enforcement
- Experience working with Erosion and Sedimentation control measures
- Experience reading and interpreting topographic maps
- Course work in Hydrogeology

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Georgia Department of Natural Resources
Environmental Protection Division
ATTN: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov
**Modeler 1/2/3 – Fulton County**

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

**JOB DESCRIPTION**

This position is located in the Georgia Environmental Protection Division (EPD) – Watershed Protection Branch – Water Supply Program - Hydrological Unit. The successful candidate will work with six highly trained professionals in compiling technical data and analyses to support Georgia’s water resources management; conduct surface water and/or groundwater modeling on daily basis in various river basins; conduct quantitative analyses in Surface Water Availability Resources Assessment; provide technical support to State legal team in defending State’s water resource management; provide technical support to other units within the Agency.

**MINIMUM QUALIFICATIONS**

**ETP090 – Modeler 1**

Bachelor's degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis from an accredited college or university.

**ETP091 – Modeler 2**

Bachelor's degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis or higher from an accredited college or university.

**ETP092 – Modeler 3**

Bachelor's degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis from an accredited college or university.

AND

Experience/ability to interpret/modify existing models as needed, and to formulate scenarios for model testing and evaluation.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Advanced degree in Civil Engineering, Environmental Engineering, Water Resource Engineering, Hydrology, Hydrogeology, and other engineering and science disciplines.
- Knowledge/experience in hydrologic, hydraulic, water resources, or groundwater modeling.
- Knowledge/experience in water resources planning and management.
- Knowledge/experience in reservoir operations.
- Knowledge/experience in HEC-ResSim, HEC-RAS, HEC-HMS, BASINS, HSPF/LSPC, MODFLOW, GMS, FORTRAN, GIS.
- Good oral and written communication skills.

(Continued on Page 23)
Modeler 1/2/3 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: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov
Environmental Compliance Specialist 1/2/3 – Clayton County

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<td>ENTRY SALARY</td>
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Based on education and experience, the selectee will be hired into one of the above mentioned job codes.

**JOB DESCRIPTION**
This position is located in the Georgia Environmental Protection Division (EPD) – Air Protection Branch – Ambient Monitoring Program – Operations Unit 1. The Ambient Monitoring Program has been monitoring air quality in the State of Georgia for more than 40 years. The overall list of compounds has grown to 200 pollutants at approximately 40 sites in 30 counties across the state. All of the ambient data collected is stored in a web-enabled, multiuser data management system that allows users to view data in real time. With this system, the Ambient Monitoring Program is able to collect monitoring data, track the validation of the data, publish that information for public consumption, and report the data to EPA’s Air Quality System.

The incumbent in this position will be responsible for a combination of field work and data analysis involved with air sampling activities in the Ambient Monitoring Program. The successful candidate will be trained on the maintenance of field equipment and the database General User Interface, in addition to the analysis of large data sets of ambient air data collected by the program. The candidate will also be trained to operate a Photochemical Assessment Monitoring Station (PAMS) site in the metro Atlanta area, which includes the operation of a dual column gas chromatograph with dual flame ionization detectors.

**MINIMUM QUALIFICATIONS**

**RCP020 – Environmental Compliance Specialist 1**
Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university.

**RCP021 – Environmental Compliance Specialist 2**
Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university
AND
Two years of professional experience in environmental protection.
OR
One year of experience at a level equivalent to an Environmental Compliance Specialist 1 (RCP020) or position equivalent.

**RCP022 – Environmental Compliance Specialist 3**
Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university
AND
Three years of professional experience in environmental protection.
OR
One year of experience at a level equivalent to an Environmental Compliance Specialist 2 (RCP021) or position equivalent.

*(CONTINUED ON PAGE 25)*
Environmental Compliance Specialist 1/2/3 Continued

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:

- Experience in Microsoft Excel and Access, SQL, Oracle, Visual Basic, R, Python, or any additional electronic data manipulation, analysis, storage or retrieval products
- Knowledge of air quality rules and regulations
- Strong written and verbal communications skills
- Demonstrated ability to solve problems

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: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov
**Environmental Compliance Specialist 1/2/3 – Glynn County**

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<tr>
<td>ENTRY SALARY</td>
<td>$36,993.45</td>
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</table>

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

**JOB DESCRIPTION**

This position is located in the Georgia Environmental Protection Division (EPD) – Emergency Response Program. It is based in EPD’s District Office in Brunswick, Georgia with statewide responsibilities. The incumbent in this position will serve as the Division Duty Officer. The Division Duty Officer is responsible for receiving, assessing and determining an appropriate division’s response to a wide variety of incidents reported from across the state. The incumbent will also serve as the State On-Scene Coordinator. The State On-Scene Coordinator will respond to a wide variety of incidents statewide and represent the Division in coordinating the response activities of entities involved including local, state, and federal agencies, along with private industries and contractors. The incumbent in this position may also be required to serve in the State Operations Center during declared emergencies and activations. The incumbent must be willing to work rotational shifts, routinely be available 24 hours a day and agree to night, weekend and holiday assignments. Statewide overnight travel will be required.

**MINIMUM QUALIFICATIONS**

**RCP020 – Environmental Compliance Specialist 1**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university.

**RCP021 – Environmental Compliance Specialist 2**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Two years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 1 (RCP020) or position equivalent.

**RCP022 – Environmental Compliance Specialist 3**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Three years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 2 (RCP021) or position equivalent.

(CONTINUED ON PAGE 27)
PREFERRED QUALIFICATIONS
Preference may be given to applicants with:

- Experience in oil and hazardous materials emergency response operations and/or remediation
- Experience in the interpretation and application of state and federal regulations
- Experience managing multi-media environmental regulatory programs to include air, land and water
- Experience producing precise and accurate documentation of incident actions in a timely manner
- Strong written and verbal communication 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: Katie Daniels
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 # 44-2018**

**Return to the Vacant Position Listing**

**Deadline Date 11/20/18**

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**Environmental Compliance Specialist 1/2/3 – Clayton County**

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

**JOB DESCRIPTION**

This position is located in the Georgia Environmental Protection Division (EPD) – Air Protection Branch – Ambient Monitoring Program – Operations Unit 1. The Ambient Monitoring Program has been monitoring air quality in the State of Georgia for more than 40 years. The overall list of compounds has grown to 200 pollutants at approximately 40 sites in 30 counties across the state.

The incumbent in this position will be responsible for duties involved with air sampling field activities at our National Air Toxics Trends Station (NATTS) and Photochemical Assessment Monitoring Station (PAMS), as well as other sites as necessary. Following strict protocols and using highly technical equipment, the incumbent will collect samples, maintain and calibrate sampling equipment, test new equipment, and document field activities. The incumbent will assist in coordination with contractors for site issues (i.e. tree removal, shelter repair, etc.). Selected candidates must be able to lift and carry heavy objects up to 40 pounds, climb ladders up to 30 feet and work outdoors under varying conditions. The responsibilities of this position require a significant amount of driving, both in heavy urban traffic as well as longer distance remote or rural areas. Candidates must be able to work independently as well as in a team environment.

**MINIMUM QUALIFICATIONS**

**RCP020 – Environmental Compliance Specialist 1**

Bachelor’s degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university.

**RCP021 – Environmental Compliance Specialist 2**

Bachelor’s degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Two years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 1 (RCP020) or position equivalent.

**RCP022 – Environmental Compliance Specialist 3**

Bachelor’s degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Three years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 2 (RCP021) or position equivalent.

(CONTINUED ON PAGE 29)
PREFERRED QUALIFICATIONS
Preference may be given to applicants with:

- Hands on mechanical and/or electrical experience with the operation and repair of air sampling equipment
- Computer skills in the area of networking and wireless communication
- Environmental field work/field studies experience
- Strong written and verbal communication skills
- Demonstrated ability to solve problems

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: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
Environmental Compliance Specialist 1/2/3 – Clayton County

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<td>ENTRY SALARY</td>
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Based on education and experience, the selectee will be hired into one of the above mentioned job codes.

**JOB DESCRIPTION**

This position is located in the Georgia Environmental Protection Division (EPD) – Air Protection Branch – Mobile & Area Source Program – Inspection and Maintenance (I/M) Unit. The I/M Unit includes a vehicle emissions coordinator, environmental specialist, communications specialist, and contract specialist which manage and oversee the daily activities of the state’s vehicle emissions testing program and a contractor, also known as “Georgia’s Clean Air Force (GCAF)”.

The successful candidate for this position will be responsible for visiting stations and evaluating how the contractor is performing various station and equipment audits. The candidate will answer inspector questions about the testing equipment and procedures, and will investigate complaints from station owners and motorists about the program. Responsibilities will also include running database queries to review station audit history; planning fieldwork schedules; and writing reports. This position requires approximately 25% fieldwork visiting emissions station and garage locations in the 13-county metro Atlanta area.

**MINIMUM QUALIFICATIONS**

**RCP020 – Environmental Compliance Specialist 1**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university.

**RCP021 – Environmental Compliance Specialist 2**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Two years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 1 (RCP020) or position equivalent.

**RCP022 – Environmental Compliance Specialist 3**

Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university

AND

Three years of professional experience in environmental protection.

OR

One year of experience at a level equivalent to an Environmental Compliance Specialist 2 (RCP021) or position equivalent.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with experience in inspection or auditing and analyzing data.

(CONTINUED ON PAGE 31)
Environmental Compliance Specialist 1/2/3 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:

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Environmental Protection Division
ATTN: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov
Environmental Compliance Specialist 1/2/3 – Clayton County

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

JOB DESCRIPTION
This position is located in the Georgia Environmental Protection Division (EPD) – Land Protection Branch – Solid Waste Management Program – Tire Management Unit. The incumbent in this position will plan and conduct facility inspections at scrap tire generators and tire retailers, conduct enforcement of Rules pertaining to Scrap and Used Tires, respond to complaints, investigate illegal tire dumps, and provide technical assistance to the regulated community and other EPD programs. This position is responsible for a territory covering twenty-two counties in the central western portion of the state.

MINIMUM QUALIFICATIONS
RCP020 – Environmental Compliance Specialist 1
Bachelor’s degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university.

RCP021 – Environmental Compliance Specialist 2
Bachelor’s degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university
AND
Two years of professional experience in environmental protection.
OR
One year of experience at a level equivalent to an Environmental Compliance Specialist 1 (RCP020) or position equivalent.

RCP022 – Environmental Compliance Specialist 3
Bachelor's degree in Chemistry, Biology, Physics, Geology or other natural or physical science or engineering field from an accredited college or university
AND
Three years of professional experience in environmental protection.
OR
One year of experience at a level equivalent to an Environmental Compliance Specialist 2 (RCP021) or position equivalent.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Experience in solid waste management
- Experience in enforcement and compliance inspections
- Experience in the interpretation and application of state and federal regulations

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Environmental Compliance Specialist 1/2/3 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: Katie Daniels
2 MLK Jr. Drive
Suite 1456, East Tower
Atlanta, GA 30334
JobsAtEPD@dnr.ga.gov