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 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.
- 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 https://gadnr.org/careers.
- If submitting a résumé, please attach the résumé 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) 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 specific job posting. Please note that deadlines will differ by job postings.
- 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 publicly 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
- Environmental Protection Division: www.GeorgiaEPD.org
- Historic Preservation Division: www.GAshpo.org
- Law Enforcement Division: www.GADNRLE.org
- Parks and Historic Resources Division: www.GAStateParks.org
- Wildlife Resources Division: www.GeorgiaWildlife.org

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

Return to the Vacant Position Listing
Coastal Resources Division Vacancy

Manager, Business Operations – Glynn County

<table>
<thead>
<tr>
<th>LOCATION</th>
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<tr>
<td>DIVISION</td>
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<tr>
<td>POSITION #</td>
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<tr>
<td>JOB CODE</td>
<td>GSM010</td>
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<td>PAYGRADE</td>
<td>L</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$42,622.26</td>
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**JOB DESCRIPTION**
Under broad supervision, plans administers and controls the budget for the Coastal Resources Division. In addition, insures compliance with rules, regulation, and policies related to routine purchasing and management of the fiscal resources and physical assets. This position supervises the division’s purchasing staff.

**MINIMUM QUALIFICATIONS**
Bachelor's degree in a related field from an accredited college or university AND
Two years of experience managing professional level staff. OR
Six years of related professional experience AND
Two years managing professional level staff.

**NOTE:** An equivalent combination of education and job specific experience that provided 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:
- Demonstrated experience in planning, administering and controlling a budget for a state agency
- Demonstrated experience in managing fiscal resources and physical assets
- Demonstrated experience using software such as Team Georgia, AssetsWorks, and PeopleSoft
- Demonstrated experience in supervising subordinates
- Experience that has resulted in knowledge of Georgia DNR and the functions of various state agencies

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
Coastal Resources Division
C/O Gale Kennedy
One Conservation Way, Suite 312
Brunswick, GA 31520-8687
CRD.CRDDNR@dnr.ga.gov (Please include the position title in the subject) or Fax: (912) 717-6613

**The Deadline date to apply for this position is 4/9/2020**

*Return to the Vacant Position Listing*
Law Enforcement Division Vacancy

Game Warden 1

<table>
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<tr>
<th>LOCATION</th>
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<tr>
<td>DIVISION</td>
<td>Law Enforcement Division</td>
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<tr>
<td>POSITION #</td>
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<tr>
<td>JOB CODE</td>
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<td>PAYGRADE</td>
<td>LH</td>
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<tr>
<td>ENTRY SALARY</td>
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**JOB DESCRIPTION**
Under supervision, interprets and enforces the state laws, rules and regulations provided for the conservation and protection of natural resources. This is the entry/training level of the Game Warden job series.

**MINIMUM QUALIFICATIONS**
Associates / Technical degree from an accredited college or university.

OR
Completion of equivalent coursework (90 quarter hours or 60 semester hours) from an accredited college or university.

**NOTE:** Certificates and/or accumulated hours from a technical college, without an Associate’s degree, do not qualify.

**NOTE:** Applicants must be at least 21 years of age and meet all requirements for P.O.S.T. certification.

In addition to the above minimum qualifications:
Applicants who are not POST Certified must pass the POST Entrance Exam to be considered for a Game Warden position. A copy of the test scores must be included with the application when applying for a Game Warden position.

**NOTE:** POST Entrance Exam Information is located on the Careers page of the DNR website at [http://www.gadnr.org/careers](http://www.gadnr.org/careers) in the Important Notices section.

Applicants who are POST Certified must provide a copy of their POST Certification Certificate when applying for a Game Warden position.

**LEGAL REQUIREMENTS**
Applicants must:
- Be at least 21 years of age
- Be a citizen of the United States
- Be eligible to obtain a valid Georgia Driver’s License at the time of appointment

**MEDICAL STANDARDS**
**Vision**
Minimum distant vision of 20/60 correctable to 20/40 in each eye.

**Hearing**
Hearing loss not greater than 24dBA average of 500, 1000 and 2000 frequencies in the better ear.

(CONTINUED ON PAGE 6)
Game Warden 1 Continued

PREFERRED QUALIFICATIONS
Preference may be given to:
- Applicants who are currently POST Certified.
- Applicants who already possess experience and knowledge in the areas of hunting, fishing, boating and other related outdoor activities.
- Applicants with an Associate’s degree, or higher, with a major in a related field such as Wildlife Management, Criminal Justice, Natural Science or Forestry.

Applicants must complete the DNR POST Certified Position Application for Employment (located at www.gadnr.org/careers) and submit it along with their current POST Certification Certificate (if applicable) or a copy of their POST Entrance Exam results to the following address:

DNR Training Academy
ATTN: Game Warden Employment
1000 Indian Springs Drive
Forsyth, GA 31029

NOTE: The deadline to submit applications is May 31, 2020.
Applications must be postmarked on or before May 31, 2020. Applications postmarked after May 31, 2020 will not be considered. Conditional Offers of Employment for the 35th Game Warden Academy will not begin until October 2020. The effective hire date will be January 2021.
Parks and Historic Resources Division Vacancies

Park / Historic Site Manager 2 – Tattnall County

LOCATION  Gordonia Alatamaha State Park
DIVISION  Parks and Historic Resources Division
POSITION #  00099063  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.

Primary Duties & Responsibilities:
- Supervises and plans work of assigned staff
- Answers inquiries pertaining to policies and services, and resolves occupants' complaints
- Collects payments and records data pertaining to funds and expenditures
- Coordinates activities and resolves complex problems
- Coordinates use of facilities with internal and external consumers
- Ensures Site security and visitor/associate safety
- Implements and evaluates cash management procedures
- Manages the recruitment of volunteers
- Markets and implements an ongoing program of interpretation, outdoor recreation and public relations
- Observes and monitors to ensure efficient operations and adherence to facility's policies and procedures
- Oversees generation of revenue from multiple sources
- Oversees the management of the facilities
- Prepares budget requests and maintains the budget through effective budgeting decisions
- Provides a comprehensive program of educational opportunities for the benefit of site visitors
- Reviews and prepares all reports, documents and information for the operation of a facility

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

(CONTINUED ON PAGE 8)

Return to the Vacant Position Listing
**Park/Historic Site Manager 2 Continued**

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.

**NOTE:** Applicants that previously applied for this position with a deadline date of 3/5/20 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 [highlighted] e-mail address 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: Nancy Jacobs
1 Conservation Way
Brunswick, Ga 31520
Parks2@dnr.ga.gov

**The Deadline date to apply for this position is 4/7/20**
Business Support Analyst 1 – Glynn County

LOCATION | Region 2 Office
DIVISION  | Parks & Historic Resources Division
POSITION # | 00184978  JOB CODE | GSP130  PAYGRADE | J  ENTRY SALARY | $35,569.36

JOB DESCRIPTION
Under supervision, performs complex administrative duties and statistical, financial, or operational data analysis and reporting in support of management decision making in functional area. Identifies trends, discrepancies, and variances to improve the efficiency and effectiveness of operations. May partner with other departments, divisions, outside agencies, and vendors to address business issues. Exercises various latitudes of independent judgment. May administer or provide high level support for various projects, grants, contracts, implementation of procedures, and/or any specialized functions.

Primary Duties & Responsibilities:
- Conducts and coordinates financial, personnel, product, market, operational, and related research to support strategic and business planning
- Develops economic demographic, business, and sociological forecasts to support development of plans and strategies
- Establishes and maintains a positive working relationship with area business community, internal and external agency customers, and other related contacts
- Monitors effectiveness of business operations, assesses quality of service and makes recommendations to improve operations
- Receives additional training, as required, to gain full proficiency and experience in all areas
- Gathers, compiles and analyzes data
- Prepares reports of findings and analysis. May make recommendations to management for operational changes

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

NOTE: An equivalent combination of education and job specific experience that provided 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:
- Supervisory experience
- Experience with PeopleSoft, Concur, and/or Team Georgia Marketplace
- Experience writing and implementing policy, procedures, or guidance
- Experience managing service requests and contractors
- Experience as an administrative assistant or secretary

(CONTINUED ON PAGE 10)
If interested in applying for this position, please complete a DNR Application for Employment and mail it to the address listed below or submit it electronically to the e-mail address highlighted below:

Georgia Department of Natural Resources
Parks, Recreation and Historic Sites Division
ATTN: Bobby Wilson
1 Conservation Way
Brunswick, GA 31520
Parks2@dnr.ga.gov

The Deadline date to apply for this position is 3/31/20
Park / Historic Site Assistant Manager – Bryan County

LOCATION  Fort McAllister State Historic Park
DIVISION  Parks & Historic Resources Division
POSITION #  00099054  JOB CODE  NRP011  PAYGRADE  H  ENTRY SALARY  $29,399.50

JOB DESCRIPTION
Under general supervision, plans and 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. This is the entry/training level of the Parks Facilities Management job series. Directs subordinate supervisors and staff.

Primary Duties & Responsibilities:
- Answers inquiries pertaining to policies and services, and resolves occupants' complaints
- Collects payments and records data pertaining to funds and expenditures
- Coordinates activities and resolves problems
- Develops and implements a diverse and ongoing series of educational programs, workshops and special events
- Develops and maintains a program of protection and security for site visitors and facilities according to established procedures
- Ensures the safety and security of the site
- Maintains and manages facilities
- Markets and implements an ongoing program of interpretation, outdoor recreation, golf and public relations
- Observes and monitors to ensure efficient operations and adherence to facility's policies and procedures
- Oversees collection of all monies received for registrations, retail merchandise sales, or equipment/lodging rentals
- Oversees the ground maintenance
- Protects the natural, cultural, historical resources of the site
- Supervises assigned staff

MINIMUM QUALIFICATIONS
Bachelor’s degree from an accredited four-year college or university.
OR
Associate degree from an accredited college or university
AND
Two years of full-time experience in a State Park, Historic Site or similar facility with assigned duties in specialized area(s) such as visitor’s service, security or facilities maintenance.
OR
High School Diploma or GED
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 visitor’s service, security or facilities maintenance.

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Return to the Vacant Position Listing
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: Nancy Jacobs
1 Conservation Way
Brunswick, GA 31520
Parks2@dnr.ga.gov

The Deadline date to apply for this position is 3/31/20
General Trades Technician 2 – Meriwether County

LOCATION  Little White House Historic Site  
DIVISION  Parks and Historic Resources Division  
POSITION #  00185332  
JOB CODE  FET031  
PAYGRADE  F  
ENTRY SALARY  $24,322.01

**JOB DESCRIPTION**
Under general supervision, performs a variety of semiskilled and skilled building trades work in the repair, maintenance or construction of state buildings and related structures. Installs and maintains security, climate control and other facilities systems.

**MINIMUM QUALIFICATIONS**
High school diploma or GED  
**AND**
Two years of experience in building repairs and maintenance or in the specific area of assignment.  
**OR**
One year of experience at the lower level General Trades Technician 1 (FET030) or position equivalent.

**NOTE:** Some positions may require area specific certifications/licenses.

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: Lisa Keener  
2024 Newton Rd.  
Albany, GA 31701  
Parks3@dnr.ga.gov

The Deadline date to apply for this position is 3/25/20

*Return to the Vacant Position Listing*
Wildlife Resources Division Vacancies

Wildlife Technician 2

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<tr>
<td>POSITION #</td>
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<td>JOB CODE</td>
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<td>PAYGRADE</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$32,418.30</td>
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* This position will be based at a state property (TBD) in southwest Georgia.

JOB DESCRIPTION
Job responsibilities include conducting trapping and relocation of waif or displaced gopher tortoises, landowner assistance with management for nongame species in the Coastal Plain, assisting in management of wildlife habitat on state managed properties in the Coastal Plain, engaging in consultations with landowners on nuisance wildlife calls, surveying populations of rare species, controlling invasive species, operating and maintaining equipment, monitoring timber harvesting operations, and facilitating forest management activities. This technician will be based at a state property (TBD) in southwest Georgia.

MINIMUM QUALIFICATIONS
Associate degree in wildlife management or a related field from an accredited college or university.

OR
Completion of equivalent coursework (90 quarter hours or 60 semester hours) in wildlife management or related field from an accredited college or university.

OR
High school diploma or GED

AND
Two years of experience required in the Wildlife Resources Division as a Wildlife Technician 1 (NRT010) which included responsibilities in game or non-game management.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Completion of a bachelor's degree or higher in wildlife management, ecology, or related field
- Familiarity with management of rare species and natural communities, and tortoise surveys and relocation
- Knowledge of gopher tortoise natural history, other herpetological species, and relevant regulations
- Experience with Coastal Plain plant and vertebrate communities
- Experience in prescribed fire, ability to become certified as FFT2 with current NWCG qualifications including pack test
- Experience with invasive species identification and control, and herbicide application
- Experience with operation of chainsaws and ability to complete S-212 training
- Experience with heavy equipment: e.g., flail vac, no till drill, mulcher head, skidder, and tractors
- Forest management experience: reforestation, cruising, supervising loggers, use of ArcGIS
- Experience with carpentry, welding, fabrication, and repairing and maintaining field equipment

(CONTINUED ON PAGE 15)

Return to the Vacant Position Listing
Wildlife Technician 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
Wildlife Resources Division
ATTN: Connie Hopkins
2067 US Hwy. 278, SE
Social Circle, GA 30025
Connie.Hopkins@dnr.ga.gov

The Deadline date to apply for this position is 3/24/20
Environmental Protection Division Vacancies

Manager 1, Environmental Protection – Fulton County

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<td>JOB CODE</td>
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<td>PAYGRADE</td>
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<td>ENTRY SALARY</td>
<td>$52,172.55</td>
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JOB DESCRIPTION
This position is located in the Georgia Environmental Protection Division (EPD) Land Protection Branch – Hazardous Waste Management. The successful candidate will manage a federally delegated state-wide unit responsible for remediation of hazardous waste releases, permitting for hazardous waste activities, conducting hazardous waste inspections and enforcement, and maintaining a federal database that tracks those tasks. The unit also provides state oversight for federal Superfund cleanups to ensure they are protective and effective.

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.

NOTE: An equivalent combination of education and job specific experience that provided the knowledge, experience and competencies required to successfully perform the job at the level listed may be substituted on a year-over-year basis for a maximum of two year non-managerial/supervisory experience.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Experience in environmental compliance
- Knowledge of hazardous waste regulations
- Experience in environmental permitting and/or corrective action
- Proven ability to professionally develop staff and build teams

Application Instructions:
Applications must be received through Team Georgia Careers at [http://team.georgia.gov/careers/](http://team.georgia.gov/careers/). Click “Search Jobs” and enter job number REG01VP in the keyword search box or [click here](http://team.georgia.gov/careers/).

The Deadline date to apply for this position is 3/27/20
**Modeler 1/2/3 – Clayton County**

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<th>LOCATION</th>
<th>Air Protection Branch</th>
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<td>DIVISION</td>
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<td>POSITION #</td>
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<td>JOB CODE</td>
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<td>ETP091</td>
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<td></td>
<td>ETP092</td>
</tr>
</tbody>
</table>

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

**JOB DESCRIPTION**

This position is in the Georgia Environmental Protection Division (EPD) – Air Protection Branch – Planning and Support Program – Data and Modeling Unit (DMU). The DMU performs dispersion modeling to better understand the impacts of facility emissions on ambient air quality. Specifically, the DMU perform quarry modeling, toxic air pollutant modeling, and PSD modeling for issuance of air permits. In addition, DMU perform dispersion modeling for special projects. Modelers may be asked to utilize the following models: AERMOD, AERMET, AERMAP, AERSCREEN, AERSURFACE, BPIPPRIM, CALPUFF, ISC3, SCREEN3 and the Weather Research and Forecast (WRF) meteorological model. The incumbent should have strong verbal and written communication skills and may be asked to present work products at local, regional, and national meetings and conferences.

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

**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
Ability to interpret/modify existing models as needed and to formulate scenarios for model testing and evaluation.
Modeler 1/2/3 Continued

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Advanced degree (Master’s or Ph.D.)
- Strong background in facility-level emission inventory development, meteorological modeling and/or atmospheric chemistry
- Experience running air dispersion models (e.g. AERMOD, CALPUFF, ISC, SCREEN3)
- Experience with EPA rules and guidance related to air permitting
- Experience with EPA rules and guidance related to air permit modeling
- Strong background in scientific computer programming (FORTRAN, Python), database management (ACCESS, MYSQL), Geographic Information System (GIS)

Application Instructions:
Applications must be received through Team Georgia Careers at http://team.georgia.gov/careers/. Click “Search Jobs” and enter job number ENG00HY in the keyword search box or click here.

The Deadline date to apply for this position is 3/27/20
Return to the Vacant Position Listing
EPD Continuous Recruitment Continued

LABORATORY SCIENTIST

LABORATORY SCIENTIST Laboratory Operations / Laboratories/Gwinnett County, Norcross

Applicants need not apply to each specific vacancy listed above. By applying to a specific job title and branch, you are applying to a pool and you will be considered for all vacancies within that job series in the specified branch. Candidates who meet minimum entry qualifications will be contacted further with specific job information.

Return to the Vacant Position Listing