



JOB DESCRIPTION

Job Title: Environmental Consultant
Compensation Range: \$27.50-\$38.00/hr DOE
Reports to: Environmental Manager, Plans & Permits Division

Class: Full-time (40 hours per week)
FLSA: Non-exempt

SUMMARY

As an Environmental Consultant for Integrity Environmental LLC (Integrity) this position will create permits, plans, and other supporting documents to meet State, Federal, and local environmental regulatory requirements. The Environmental Consultant will also travel to and perform standard environmental compliance audits at industrial facilities. A thorough knowledge of applicable Federal and State of Alaska environmental regulations (or the ability to acquire this knowledge) is required. This is a remote position, but the employee must reside in Anchorage/Mat-su areas of Alaska.

DUTIES

- Write, review, and update environmental permitting to support compliance within all regulatory areas, including:
 - APDES/SWPPP
 - PAEL/ORL and Title V air permitting
 - Spill response planning including SPCC, FRP and ODPCP plans
 - EPCRA Tier II reporting
 - Phase I/II reporting
 - EIS and NEPA documentation
 - Other permitting to support industrial activities
- Identify and professionally communicate compliance issues, areas of interest to the client, and areas of regulatory overlap.
- Travel to industrial sites and use knowledge of bulk fuel infrastructure to assess compliance with applicable regulations.
- Assist with creating GIS maps and figures to support permitting.
- Perform high level technical editing on all documents as needed, including proof reading for grammar, spelling, punctuation, spacing, and editing for clarity.
- Use professional communication to educate clients and others on the complex State, Federal, and Local regulations, and how they interact with industrial facilities.
- Maintain a high level of client confidentiality.
- Assist with developing marketing or other promotional materials, including on-site photography and content creation for social media campaigns, etc.
- Other duties as assigned.

QUALIFICATIONS

- B.S. in science, engineering or another related field.
- Located in the Anchorage or Mat-Su Valley areas.
- Experience in environmental permitting or engineering report writing. Minimum of two years of experience doing related work.
- Demonstrated ability to participate in individual and team-based activities, including a willingness to teach and train others.
- Strong written and verbal skills, including comfort with discussing technical details with Integrity clients and external contacts. Research and analytical skills highly desired.
- Ability to meet deadlines and anticipate the time work commitments will take.
- In-depth knowledge of Microsoft Office, particularly Excel, Word, Adobe Pro, and other related computer programs.
- Ability to work in online office environments such as OneDrive and Google Drive.
- Ability to research publicly available data for descriptive purposes in spill response, storm water, and other plans for industrial facilities.
- Ability to perform advanced technical editing of documents in Microsoft Word.
- Ability to travel to remote sites in Alaska to perform site audits and inspections.
- Ability to communicate highly technical information professionally and respectfully to clients, from the truck driver to the CEO. Sensitive and accommodating to cultural differences in learning and communicating.
- Experienced and comfortable traveling throughout rural Alaska utilizing small planes, ferries, ATV's, and other boats.

PREFERENCES

- Knowledge of bulk fuel or industrial transportation facility operations
- Knowledge and experience working with Title V Air Permitting
- Knowledge and experience working with Alaska Industrial Wastewater Discharge Permits
- Knowledge of Adobe InDesign, Teams, and QuickBooks
- Knowledge of ArcGIS software
- Experience with soil and water sampling

REMOTE WORK REQUIREMENTS

All duties are to be performed at the employee's home or at the job site, and with their personal automobile. No office space is provided with this job. To perform this job, the successful applicant must have their own office space, access to a phone, and high-speed internet to be dedicated to work activities. A company-owned laptop and the most current versions of applicable software programs will be provided by Integrity.



TRAVEL

Travel is periodically required for this position. Travel will typically be 1-5 days in length, and will be to remote, rural Alaskan locations. Travel is estimated to vary between 25% to 50% depending on workload, seasonality, and other considerations. Mileage reimbursement and per diem will be given for all Integrity travel. All travel details will be mutually agreed upon by both the employer and employee.

The applicant must possess a valid driver's license with a satisfactory driving record and automobile insurance with the following coverage rates: Bodily Injury \$100,000 / \$300,000.

SCHEDULE

This position is full-time, 40 hours per week. This position is overtime eligible.

BENEFITS

- Fully vested Simple IRA Retirement benefits with up to 3% company matching
- Ongoing annual paid training as determined by employer
- Worker's Compensation coverage as determined by employer
- Paid time off (PTO)
- Paid holidays in-sync with Anchorage School District
- Paid parental leave, bereavement leave
- Low deductible health insurance (Blue Cross Blue Shield of Alaska)
- Company paid emergency medical evacuation coverage (LifeMed)

Benefits not included:

- Long-term or Short-term insurance

GROWTH OPPORTUNITY

Should the Environmental Consultant achieve the Steel Tank Institute (STI) SP001 (Standard for the Inspection of Aboveground Storage Tanks) certification to be a certified tank inspector, a raise of 4-8% will be offered. Once achieved, the Consultant's job duties will include performing all applicable STI SP001 tank inspections. This certification is not required, nor is it expected as part of the Consultant position.