

<b>Job Title:</b>	<b>1 VACANCY</b>	<b>Open Competitive Recruitment</b>
	<b>Air Monitoring Specialist I – OR – Air Monitoring Specialist II</b>	
	<b>Technical Analysis</b>	
<b>Position Opens:</b>	June 14, 2017	
<b>Position Closes:</b>	July 14, 2017	
<b>Annualized Salary:</b>	\$62,088 - \$68,460 Grade IV (Specialist I), Steps A-C, depending on experience/qualifications \$70,236 - \$77,436 Grade V (Specialist II) Steps A-C, depending on experience/qualifications	
	Teamsters Union Local No. 763 Relocation assistance will not be provided.	
<b>Work Week:</b>	38.75 Hours, Monday - Friday	
<b>To apply:</b>	Please submit your resume, <u>with cover letter</u> , via e-mail to Susan Campbell at <a href="mailto:recruitment@pscleanair.org">recruitment@pscleanair.org</a> . The cover letter should: (1) indicate which position you are applying for; and (2) highlight relevant troubleshooting and problem-solving experience, organizational and analytical skills, as well as other qualifications.	

The Puget Sound Clean Air Agency is a regional government agency created in 1967. Our jurisdiction covers King, Kitsap, Pierce and Snohomish counties. The Agency works to protect public health, improve neighborhood air quality, and reduce our region's contribution to climate change. We achieve our mission by monitoring air quality, sponsoring voluntary initiatives, educating people and businesses about air quality issues, and enforcing regional, state and federal air quality laws.

Our Agency is composed of approximately 70 staff members including: inspectors, air resource specialists, engineers, meteorologists, monitoring specialists, project managers and communications specialists. Our operations are supported by IT services, human resources, legal, records management, finance and administrative staff. We are governed by a Board of Directors which includes elected officials from each of our four counties, a representative from the largest city in each county, and one member representing the public at large. For more information on the Agency, please visit [www.pscleanair.org](http://www.pscleanair.org).

The Agency is seeking one regular full-time employee. This vacancy will be filled as an **Air Monitoring Specialist I** or an **Air Monitoring Specialist II** depending on education and experience.

This position will work within the Technical Analysis team to help the Agency to deliver its strategic plan, particularly the strategies laid out in Objective 1.5, characterizing and communicating air quality. The Agency maintains a core fine particle pollution (PM<sub>2.5</sub>) monitoring network of a dozen monitors across its four-county region. We maintain these monitors in order to ensure that the Puget Sound region is meeting air quality standards, to communicate air quality to the public, and to help inform specific technical questions about a variety of air pollution sources. In addition to the core monitoring network, we also conduct short-term studies with specific communities, often with smaller, portable air quality sensors. These sensors serve as tools to engage and inform individuals and communities.

## Position Overview

### Air Monitoring Specialist II

The Air Monitoring Specialist II will support both the core monitoring site network, as well as serve a key role implementing short-term and sensor monitoring studies. This work will require close collaboration with internal

teams, as well as external partners. Job duties for this position include those for the Air Monitoring Specialist I, as well as:

- Independently identify and research new monitoring technologies, and assess and evaluate viability of these technologies in different applications.
- Plan and implement short and long-term monitoring studies with close internal and external coordination. Actively participate in the communication of results to internal and external partners.
- Set up data communications with new technologies, and work closely with internal and external partners to design and ensure data capture.
- Build and maintain external relationships and partnerships with appropriate counterparts in other agencies, community organizations, academia, and other stakeholders.

### **Air Monitoring Specialist I**

The Air Monitoring Specialist I will primarily support the core site network, and play a support role on short-term and sensor studies. Job duties for this position include:

- Perform field air monitoring equipment duties such as:
  - Routine service and preventative maintenance per established procedures;
  - Quality control checks;
  - Calibration checks;
  - Quality assurance audits; and
  - Troubleshooting and repair.
- Review and assess air monitoring data using internal IT tools.
- Support data communications and data capture activities.
- Support short-term studies.
- Help to establish new monitoring sites, which could include carpentry, hauling a small utility trailer, and electrical work.
- Help with general upkeep of existing sites – e.g. cleaning and site maintenance.
- Locate and work with vendors to purchase air pollution monitoring equipment and supplies via the Agency's purchasing policies.
- Build and maintain internal relationships.

### **Skills and Abilities**

#### **Air Monitoring Specialist II**

The ideal candidate for the Air Monitoring Specialist II position will have hands-on experience with air pollution or other monitoring equipment, and will possess the Skills and Abilities listed for Air Monitoring Specialist I, as well as:

- Demonstrated exceptional problem-solving, analytical, and hands-on troubleshooting skill with air pollution or other equipment.
- Demonstrated competence with data capture and storage, database design, and data display.
- Strong organizational skills to successfully design, initiate, and implement projects.
- Demonstrated excellent written, verbal and presentation skills suitable for interaction with internal and external technical and non-technical colleagues, stakeholders, partners, contractors, and community members.

### **Air Monitoring Specialist I**

The ideal candidate for the Air Monitoring Specialist II position will possess:

- Demonstrated troubleshooting and problem-solving skills with air pollution or other equipment.
- Ability to operate a motor vehicle; and ability to routinely climb ladders and lift equipment in accordance with state department of labor and industries regulations and standards.
- Dedication to the principles of teamwork, i.e. works collaboratively with internal and external teams, and assists in the development of solutions to project-related problems and issues.
- Successful experience working independently with minimal supervision; self-directed.
- Some familiarity with electrical work, carpentry.
- Knowledge and understanding of Title VI of the Civil Rights Act and how it applies to the Agency's work.

### **Education and Experience**

#### **Air Monitoring Specialist II**

Candidates may have any combination of education and experience which provide the knowledge, skills, and ability to effectively and completely perform the job.

- Experience: 5 or more years of relevant, technical experience in relevant activities
- Education: A Bachelor's Degree (Master's level desirable) in physical sciences or engineering

#### **Air Monitoring Specialist I**

Candidates may have any combination of education and experience which provide the knowledge, skills, and ability to effectively and completely perform the job.

- Experience: 3- 5 years of relevant, technical experience in relevant activities
- Education: A Bachelor's Degree in physical sciences or engineering

### **Benefits**

The Agency provides an attractive benefits package which includes:

- Washington Public Employees' Retirement System (PERS) – All full-time employees are required to be part of PERS and choose between PERS 2 and 3
- Medical, dental and vision insurance
- Employees may also elect to participate in the Agency's 125 Plan, Section 105
- Employer-paid public transit within the Agency jurisdiction
- 10 paid holidays scheduled throughout the year plus 2 floating holidays
- Sick leave and vacation leave accrual
- Employee Assistance Program (EAP) – the EAP provides a free confidential resource outside the workplace for full-time employees and immediate family members
- Life Insurance - employer-paid term life insurance equal to the employee's annual salary
- Short Term Disability
- Long Term Disability
- Tuition Assistance