



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO



Internal/External Job Posting

Requisition #: 180000Y7
Posting Date: 2/20/2018
Closing Date: Open Until Filled
Official Title: Environmental Analyst V
Functional Title: Environmental Analyst V
Location: Boston-10 Park Plaza – Headquarters
Highway – Environmental – Services - Environmental
Vacancies: 1
Salary: \$73,962.72 - \$103,626.12
Schedule: Full-Time
Shift: Day
Bargaining Unit: E
HR Generalist: Candida Bouchard
Diversity Officer: Derrick Mann – 857-368-8541
ADA Coordinator: John Lozada – 857-368-8744

Duties & Responsibilities:

Incumbents of positions in this series prepare and/or review scientific reports, review transportation plans and related documents, studies and analytical data of environmental impacts and environmental processes; perform calculations relating to environmental science problems; determine possible impacts on water, soil, and air; measure levels of pollution; identify sources of pollution; and perform related work as required. The basic purpose of this work is to perform professional environmental evaluation and planning duties in such areas as, transportation planning considering environmental, economic, and social values with a goal of providing the best benefit to natural and human environments, all in accordance with applicable laws, rules, regulations, standards and sound environmental science principles and practices.

The incumbent of this position is responsible for performing the following duties:

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot

Serve as the Supervisor of the Massachusetts Environmental Policy Act (MEPA)/National Environmental Policy Act (NEPA) Section for the Construction Advertising projects. Supervise assigned employees and review and direct their work effort as it pertains to the development and permitting for projects that have the potential for an impact to the environment, including complex road and bridge projects.

Serve as Senior Environmental Project Manager for complex projects by assisting with Requests for Responses and contract documents, and supervising consultant preparation and/or reviewing and/or editing environmental documents as required by MEPA/NEPA regulations, to ensure compliance with federal, state and local laws and regulations; and other documents in compliance with MassDOT requirements and guidance.

Supervise and direct assigned personnel in regards to implementation of MassDOT's Noise Policy.

Arrange and attend weekly advertising list meetings to maintain accurate and up-to-date knowledge of projects, and coordinate with other Divisions and Districts within MassDOT to identify and evaluate delays and obstacles to proposed project schedules. Also serves as Environmental's representative to the Department's weekly Priority of Projects and Accelerated Bridge Program meetings, or as needed.

Prepare, review and/or edit Environmental Notification Forms (ENFs) pursuant to the Massachusetts Environmental Policy Act (MEPA), 4(f) documentation, and Categorical Exclusion Checklists (CEs) pursuant to Federal Highway Administration guidance under the National Environmental Policy Act (NEPA) to ensure compliance for all assigned projects in the Division's Construction Advertising Program.

Conduct technical reviews of consultant scopes of work, project schedules, cost estimates and plans to identify all potential environmental impacts and determine applicable permits. Provide advice on design issues involving mitigation and avoidance of environmental resources. Coordinate with other environmental staff and sections to solicit comments and identify permitting strategies.

Conduct reviews and prepare reports, letters and memoranda thoroughly and accurately in a timely manner.

Process and submit MEPA/NEPA documentation to appropriate agencies in accordance with project schedule and deadline.

Attend public hearings, meetings and conferences as necessary and maintain professional demeanor in representing the Division.

Preferred:

Preferable that the candidate have transportation planning, MEPA/NEPA and environmental permitting experience.

If you have any questions regarding this position, please contact the Human Resource Generalist, Candida Bouchard at 857-368-8504.

This requisition will remain open until filled; however, first consideration will be given to those applicants that apply within the first 14 days.

Minimum Entrance Requirements:

Applicants must have at least (A) six years of full-time, or equivalent part-time, technical or professional experience in the field of environmental engineering, civil engineering, sanitary engineering or public health engineering and (B) of which at least four years must have been in a professional capacity and (C) of which at least two years must have been in a supervisory, managerial or administrative capacity, or (D) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. An Associate's degree with a major in civil engineering or civil engineering technology may be substituted for a maximum of one year of the required (A) experience.*

II. A Bachelor's degree with a major in environmental engineering, civil engineering, civil engineering technology, sanitary engineering or public health engineering may be substituted for a maximum of two years of the required (A) experience.*

III. A Graduate degree with a major in environmental engineering, civil engineering, sanitary engineering or public health engineering may be substituted for a maximum of three years of the required (A) experience and one year of the required (B) experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

NOTE: Educational substitutions will only be permitted for a maximum of one year of the required (B) experience. No substitutions will be permitted for the required (C) experience.

FOR NON-MassDOT APPLICANTS:

Applicants for this position must possess either a Bachelor's Degree in environmental science or an appropriate discipline.

FOR MassDOT EMPLOYEES:

Applicants for this position must possess either a Bachelor's Degree in environmental science or an appropriate discipline, or hold a position in the Department in the next two lower titles than the position applied for, in the same or similar career ladder.

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

For the purposes of bargaining unit designation, Unit 9 is equivalent to MassDOT Unit E.