



BAY AREA AIR QUALITY MANAGEMENT DISTRICT
invites applications for the position of:
Air Quality Engineer I/II

An Equal Opportunity Employer

SALARY:

<u>Hourly</u>	<u>Biweekly</u>	<u>Monthly</u>	<u>Annually</u>
\$44.00 - \$58.96	\$3,519.69 - \$4,716.73	\$7,626.00 - \$10,219.58	\$91,512.05 - \$122,634.91

OPENING DATE: 10/01/19

CLOSING DATE: 10/22/19 05:00 PM

DESCRIPTION:

The Bay Area Air Quality Management District (District) is a regional government agency, committed to achieving clean air to protect the public's health and the environment. The District accomplishes this goal through regulation of industrial facilities and various outreach and incentive programs designed to encourage clean-air choices.

The District's jurisdiction encompasses all of seven counties - Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Napa, and portions of two others - southwestern Solano and southern Sonoma.

The District is recruiting for the position of Air Quality Engineer I/II in the Engineering Division. This is a regular, full-time, represented position.

Under direction, the Air Quality Engineer I/II performs professional engineering work in a variety of areas such as permit application evaluation, calculation of air pollutant emissions, toxic risk screening and assessment evaluations, compliance audits and sources testing; performs related work as assigned.

EXAMPLES OF DUTIES FOR THIS POSITION:

Reviews and evaluates permit applications, including calculating emission rates and permit fees, determining compliance or non-compliance with air quality regulations, determining and recommending best available control technology, defining permit conditions and issuing authority to construct permits; screens and processes annual data updates for permits.

Responds to industry, public and District inquiries regarding regulation interpretation, permit preparation, various compliance measures and emission calculation methods in person, by telephone and in writing.

Participates in calculating, reviewing and correcting the emissions inventory; evaluates accuracy of source emission calculations and methodologies.

Conducts toxic risk screening and risk assessment analysis; calculates toxic emissions, determines and applies appropriate air dispersion model, calculates maximum concentrations and calculates risk; recommends approval or denial of permit application.

Conducts on-site compliance inspections of sources and abatement devices; evaluates compliance and recommends enforcement actions.

Uses a computer terminal and a variety of software and programs to make engineering calculations, enter and retrieve data and to monitor and correct data entry; investigates and corrects errors in the data bank.

Reviews permit and enforcement files to prepare materials and responses for variance requests,

violation notices and case summaries and hearing board referrals; recommends appropriate actions; may testify on behalf of the District.

Develops and recommends revisions to District procedures and regulations.

May coordinate assigned engineering projects.

Conducts environmental audits, compliance inspections and source tests; evaluates results and recommends appropriate actions, including violation notices.

Operates, maintains and calibrates instruments; prepares and dismantles testing equipment and materials; fabricates specialized equipment.

MINIMUM QUALIFICATIONS:

Education and Experience: A typical way to obtain the knowledge and skills is:

Air Quality Engineer I: Equivalent to graduation from a four year college or university with major coursework in environmental, chemical, mechanical or petroleum engineering or a closely related field and two years of experience in mechanical, industrial, chemical, petroleum or related process engineering.

Air Quality Engineer II: In addition to the above, two years of air quality environmental engineering experience.

HOW TO APPLY & SELECTION CRITERIA:

Interested individuals must submit a completed BAAQMD application, chronological resume, and responses to the supplemental questions no later than **5:00 p.m. on Tuesday October 22, 2019**. Applications are accepted online only. Please visit our website at www.baaqmd.gov/jobs to apply. Resumes must be included, and not in lieu of the required application materials. Postmarks, faxes, and E-mailed applications will not be accepted.

Except as requested in this announcement, do not include any additional documents, such as letters of recommendation, performance evaluations, work samples, etc. They will not be considered or returned.

Supplemental Questionnaire Instructions:

Individuals who apply for this position must respond to each of the supplemental questions. Both paper and online applications must be received by the Human Resources Office no later than the time and date specified in the vacancy announcement. The responses to the supplemental application questions will be used in accordance with the procedures indicated under the Selection Criteria in the vacancy announcement.

Instructions: Please limit your responses to one page per question. Do not combine your responses, or reference your application, resume, or any other requested documentation that you have included with your application packet to answer a question. Please be advised that the information you provide will be evaluated "as is" and incomplete or illegible applications will likely receive lower ratings. Therefore, it is very important to provide a concise, organized, and easy to follow response to each question.

You must provide the following for each question regarding experience: The name of the employer where you gained your experience, your job title, length of time in years/months performing the specific function, and detailed examples that illustrate your duties and responsibilities.

SELECTION CRITERIA:

Selection may be based upon a competitive examination consisting of a written exercise, interview, or combination of the two. Depending on the number of qualified applicants, an application screening and/or panel interview may be used to determine the most qualified applicants.

The District may hire from this recruitment process to fill future vacancies occurring within the

next 18 months.

Updates regarding your status in the recruitment will be sent via email, unless you indicate a different preference on your application.

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980.

The District is an Equal Opportunity Employer.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.baaqmd.gov>

Job #JH.2019AQEENG10.1.2019

AIR QUALITY ENGINEER I/II

JH

OUR OFFICE IS LOCATED AT:

375 Beale Street Suite 600

San Francisco, CA 94105

415-749-4980

415-749-4980

employment@baaqmd.gov

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Air Quality Engineer I/II Supplemental Questionnaire

- * 1. Please describe your education and training that qualifies you for this position. Include your major coursework, degrees, and/or certificates received.

- * 2. Please describe your professional experience that qualifies you for this position. Include number of years of experience and any experience with air quality/environmental rules and regulations. Include your experience with specific industries, equipment or operations, especially with regards to resulting air emissions and/or the control of those emissions.

- * 3. Please describe your experience working on interdisciplinary teams. Include your role on the team, the participant positions/levels on the teams, and the major contributions that you made.

- * 4. Please provide your experience with calculating, reviewing and evaluating air emissions. Include the types of industries/equipment/operations, the types of pollutants and purpose from which the experience was gained.

- * Required Question