

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT
invites applications for the position of:
SUPERVISING AIR QUALITY ENGINEER**

An Equal Opportunity Employer

SALARY:

<u>Hourly</u>	<u>Biweekly</u>	<u>Monthly</u>	<u>Annually</u>
\$54.99 - \$66.84	\$4,398.95 - \$5,346.95	\$9,531.05 - \$11,585.05	\$114,372.63 - \$139,020.64

OPENING DATE: 06/28/18

CLOSING DATE: 07/16/18 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 conducting an open recruitment for the position of Supervising Air Quality Engineer in the Engineering Division. This is a regular, full-time, represented position. There is one vacancy.

Under direction, supervises the staff and participates in assigned air quality engineering activities in a variety of District functions; performs related work as assigned.

EXAMPLES OF DUTIES FOR THIS POSITION:

Assigns, supervises, reviews and evaluates the work of professional, technical and support staff.

Supervises and participates in the review of permit applications and recommends permit issuance or denial.

Supervises and participates in the development of emissions factors for complex facilities.

Participates in the selection of assigned staff and provides for their training and professional development.

Researches and develops new and revised rules and procedures for regulation of air quality; determines emissions and potential emission reductions and cost of controls; establishes control level and technology; writes proposed regulation; prepares technical assessment reports and conducts workshops; makes public presentations.

Represents the District in meetings with the public, industry and other agencies.

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

Handles hearing board matters involving variances, order of abatements and public nuisances.

Supervises and participates in the review and issuance of Federal Title V permits and recommends and implements regulatory changes and systems development to comply with the Federal permitting program.

Supervises and participates in toxic risk screenings and assessments.

Conducts technical seminars for industry and other agencies.

Testifies as expert witness before the Hearing Board.

MINIMUM QUALIFICATIONS:

Education and Experience:

A typical way to obtain the knowledge and skills is:

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 four years of air quality environmental engineering experience.

HOW TO APPLY & SELECTION CRITERIA:

How to Apply:

Interested individuals must submit a completed BAAQMD application, chronological resume, and responses to the supplemental questionnaire by **5:00 p.m. on Monday, July 16, 2018**. Applications are accepted online. Please visit our website at www.baaqmd.gov/jobs to apply or to download an application. 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. Applicants submitting paper applications must also complete an official BAAQMD application. Postmarks, faxes, and e-mails will not be accepted.

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. If a panel interview is utilized it will be weighted 100%, and it may include a work exercise that will be scored as a percentage of the total score.

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>

OUR OFFICE IS LOCATED AT:

375 Beale Street Suite 600

San Francisco, CA 94105

415-749-4980

415-749-4980

employment@baaqmd.gov

Job #JW062

SUPERVISING AIR QUALITY ENGINEER

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SUPERVISING AIR QUALITY ENGINEER Supplemental Questionnaire

- * 1. Please describe your formal education and training that have prepared you for this position.
- * 2. Please describe your lead or supervisory experience. Include the number of staff you led or supervised, their titles, and the duration of the experience.
- * 3. Please describe your professional engineering experience with air quality permitting including the type of facilities, the activities you performed and the duration of your experience.
- * 4. Excluding permit processing, please describe your experience with air quality projects. Be specific about your part in the projects, the tasks you performed, the duration and the outcome of the projects.
- * Required Question