

Missouri Department of Transportation

Code: R04053

Title: Intermediate Environmental Specialist

Exemption Status: Non-Exempt

Grade: 13

Job Description

Effective Date 05-01-2012

Replaces
(Effective Date) 04-01-2006

General Summary The intermediate environmental specialist performs varied and moderately complex activities with regard to ensuring that assigned projects comply with federal and state environmental regulations. Responsibilities are performed under moderate supervision.

Minimum/Required
Qualifications Bachelor's Degree: Social, Environmental, or Natural Sciences, or related field
Two years of experience in environmental studies.

Supervisory
Responsibilities None

Location Central Office - Design

Special Working
Conditions/Job
Characteristics Job requires occasional, statewide and out-of-state, overnight travel.

Examples of Work

- (1) Evaluates projects for environmental impacts and compliance with state, federal and organizational guidelines; presents information to department staff through frequent and regular communications; makes recommendations regarding the need to avoid or minimize environmental impacts, or develop compensatory mitigation plans.
- (2) Prepares, edits, and reviews internal reports, correspondence, and graphic materials as it relates to environmental regulations, requirements, or other environmental issues; including follow up on permit requests as assigned; assists in the preparation of environmental related information and materials for public hearings.
- (3) Obtains information from environmental staff and district personnel to develop, write, and edit technical reports in accordance with department policies and practices for approval by the Federal Highway Administration and other agencies.
- (4) Develops mitigation agreements and memoranda of understanding with resource agencies.
- (5) Provides technical support for the preparation of technical reports for inclusion in environmental documents in accordance with federal requirements and department policies.
- (6) Researches topics concerning federal or state legislation, regulatory agency guidance, and performs literature computer searches on various environmental topics; provides technical assistance in

understanding and complying with state, federal, and organizational environmental standards and regulation and participates on project core teams.

- (7) May conduct field investigations and analysis regarding floodplain and parkland evaluations, noise assessments, land use determinations, or socio-economic studies.
- (8) Performs other responsibilities as required or assigned.

The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.