

# Missouri Department of Transportation

Code: R04665

Title: Environmental Compliance Manager

Exemption Status: Exempt

Grade: 17

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## Job Description

**Effective Date** 01-01-2007

**Replaces (Effective Date)** 04-01-2006

**General Summary** The environmental compliance manager ensures that department operations are conducted in accordance with local, state, and federal environmental laws. Responsibilities are performed under general supervision.

**Minimum/Required Qualifications** Bachelor's Degree: Environmental Science, Chemistry, Biology, Earth Science, or related field.  
Employees holding certain positions within this classification may be required to obtain annual certification by the Department of Natural Resources for asbestos inspector, monitoring well installer and pump installer, and annual certification by the Department of Health for lead inspector within one year of assuming position.  
Six years of experience in positions requiring the knowledge and use of environmental laws and regulations.

**Supervisory Responsibilities** Full Supervision

**Location** Central Office - Design

**Special Working Conditions/Job Characteristics** Job requires regular, statewide, overnight travel.

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## Examples of Work

- (1) Provides environmental classification decisions for department's State Transportation Improvement Plan (STIP) projects and coordinates with Federal Highway Administration (FHWA) on more complex projects that include environmental assessment and environmental impact studies; makes final decision on environmental documentation requirements for the majority of the STIP projects and federal aid off-system projects.
- (2) Assists department staff in maintaining environmental databases, including right of way and construction project status fields not controlled by project managers; makes final decision on database.
- (3) Coordinates with department staff and resource agencies including FHWA; serves as a consultant regarding environmental matters.
- (4) Provides quality assurance and quality control, including guidance to others such as environmental staff and

other departmental staff.

- (5) Performs supervisory responsibilities in a manner consistent with the department's Affirmative Action Program.
- (6) 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.**