



Petroleum Cleanup Site Manager

The County of Volusia Environmental Management Division is seeking an experienced and highly motivated Site Manager to work in the Petroleum Restoration Program. This position is a 40 hr/week, contract position.

Major duties include:

Manage the assessment and cleanup of petroleum contaminated sites by implementing and managing the Petroleum Restoration Program, under contract with Florida Department of Environmental Protection (FDEP), in accordance with the Petroleum Restoration Program guidelines and procedures, Chapters 62-780, and 62-777, F.A.C. and applicable portions of Chapter 376, Florida Statutes.

Illustrative duties:

(The following are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Perform site manager duties of assigned petroleum contaminated sites in Volusia County.
- Review, comment on, and process technical reports, work order proposals, and invoices in a timely manner.
- Perform technical review of deliverables and prepare appropriate review letters.
- Prepare task assignments and write scopes of work and negotiate with designated contractors to ensure that taxpayer money and resources are spent in a technically and fiscally appropriate manner.
- Assist team members with their workload such that the County meets the State contract requirements.
- Perform site inspections and ascertain environmental contractor performance.
- Interact with internal customers, property owners, responsible parties, agency term contractors, and private citizens as needed.
- Operates vehicle for job functions such as site visits.

Minimum requirements:

Bachelor of Science degree in Geology, Hydrogeology, Environmental Engineering or related field. A comparable amount of education, training, or experience may be substituted for the minimum education to include: at least four (4) years of environmental management experience.

The preferred applicant will be self motivated; be a Florida Licensed Professional Geologist; have knowledge of basic technical aspects of petroleum contamination assessment and remediation; have at least one (1) year of experience in Petroleum Restoration; possess writing, spreadsheet, and proficient computer skills. Must possess a valid Florida Driver License. Applicant must be detail oriented.

Salary: \$18.00 per hour

This position is a 40 hr/week, contract position. The person will be hired through a staffing service agency. This position does not provide County benefits.

Application submittal:

A business style writing sample must be submitted with the application. The sample should be in letter, informational, or research summary format and be no longer than one page.

Resume, writing sample, and a list of at least three (3) references must be submitted to Tom Carey, Pollution Control Manager, Environmental Management Division, Room 202, County of Volusia, 123 W. Indiana Avenue, DeLand, FL 32720 or via e-mail at tcarey@volusia.org.

Applications must be received by July 18, 2014 at 5:00 p.m.

Volusia County is a drug free workplace. A background check and county-sponsored physical is required.

ADA REQUIREMENTS:

Mental Demands: Ability to read and comprehend technical and professional journals and manuals, reports, blueprints, legal documents. Ability to write clearly and concisely. Ability to speak publicly and extemporaneously on technical subjects. Ability to perform basic mathematical calculations. Ability to analyze data and develop conclusions.

Physical Demands: Light work. Ability to traverse uneven and/or wet ground. Ability to see, hear, talk, feel, kneel, reach, balance and climb.

Environmental Demands: Both inside and outside work. Exposure to inclement weather including humidity, heat, rain, cold, dust, mildew, noise, and bright light.