



Confederated Tribes of the Colville Reservation

Human Resources Office P.O.Box 150 Nespelem, WA 99155
(800) 506-9434 (509) 634-2845 Fax (509) 634-2864 www.colvilletribes.com

POSITION: Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) Coordinator

SALARY: \$41,620.80 annually, less 5% during (90) day probation

REPORTS TO: Water Quality Coordinator

LOCATION: Nespelem, Washington

BASIC FUNCTIONS: The incumbent in this position will work under the guidance of the Water Quality Coordinator to coordinate the day to day responsibilities and technical oversight of the Upper Columbia River Remedial Investigation/Feasibility Study (RI/FS). Duties will include, but are not limited to, coordination of meetings, developing tribal comments, activities involving relevant tribal/staff programs, tribal consultants, EPA Site managers and their consultants; coordinate day to day activities of the RI/FS project to review technical documents, provide oversight to the Tribal Consumption and Natural Resource Survey.

MINIMUM QUALIFICATIONS (Education and Training):

- Bachelor's Degree in Natural Resources, Biology, Environmental Sciences, Physical Sciences, Environmental Planning or other allied field AND 24 months of professional experience in environmental analysis, control or environmental planning; **OR**
- Associate's Degree with an emphasis in Natural Resources, Biology, Environmental Sciences, Physical Sciences, Environmental Planning or other allied field AND 48 months of experience in environmental analysis, control or environmental planning.
- Must possess a valid State Driver's License and be eligible for the Tribes' vehicle insurance.

(Knowledge, Skills, and Abilities):

- Experience reflecting ability to coordinate comments/issues with Tribal, Federal and State representatives.
- Ability to read and understand technical documents relating to hazardous sites and risk assessments.
- Experience reflecting basic knowledge of the Upper Columbia River environmental issues.
- Demonstrated knowledge of survey tools and providing training for field staff during survey (s).
- Experience reflecting knowledge of ecological or human health risk assessment.
- Demonstrated knowledge of computers and associate software including use of web page/internet skills.
- Must have a working knowledge of hazardous substances and applied chemistry.
- Must be willing to attend meetings as a program representative and be able to update tribal governmental representatives.
- Ability to read technical documents and convey the results in written articles to inform membership and the overall public on the RI/FS project.

TRIBAL MEMBER AND INDIAN PREFERENCE WILL APPLY; PREFERENCE WILL ALSO BE GIVEN TO HONORABLY DISCHARGED VETERANS WHO MEET MINIMUM JOB QUALIFATIONS WITHIN EACH INDIAN PREFERENCE CODE.

CLOSING DATE: Open until filled; however for first round application review, applications and supporting documents **MUST** be received in the Human Resources Office by **4:00 p.m., Friday, April 17, 2009**, or postmarked by that date.

INFORMATION: Confederated Tribes of the Colville Reservation
Human Resources Office, P. O. Box 150
Nespelem, WA 99155
(800) 506-9434

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