

DATE: July 15, 2024

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is a competitive class position.)

FROM: Europa McGovern, Director, Department of the Environment
17 Pearl Street, Kingston, NY 12401

JOB VACANCY: Environmental Resource Technician / Full-Time / Permanent/Provisional / Benefited

LOCATION: 17 Pearl St.

SALARY: \$31.01 / hour (Grade 14)

FILL DATE: August 5, 2024



DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for researching, performing field work, collecting data, analyzing data and generating reports or study documents or otherwise overseeing the preparation of such reports or studies for various projects concerning matters of significant environmental importance to the County. The employee in this class also serves as a source of information on environmental matters. Additionally, the incumbent will perform some clerical and administrative duties in connection with the handling of the daily functions of the Ulster County Department of the Environment as well as correspondence and inquiries of the Ulster County Environmental Management Council. The work is performed under the general supervision of the Director of the Department of the Environment. Supervision may be exercised over the work of interns and youth workers. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the principles, practices, purposes and techniques used in environmental and natural resources planning and conservation management; working knowledge of the methods and techniques of collection and interpretation of data; ability to prepare and generate reports; ability to create GIS maps; ability to collect field data using GPS units; ability to manage GIS systems for data analysis and public access; ability to present ideas clearly and effectively both orally and in writing; initiative; good judgment.

MINIMUM QUALIFICATIONS: Either:

- A. Possession of a Bachelor's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science or related field; **OR**
- B. Possession of an Associate's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science or related field and two (2) years of full-time paid, or its' part-time equivalent, experience in environmental resource research and identification, environmental planning, or similar experience; **OR**
- C. An equivalent combination of training and experience as indicated in A and B above.

Note: Your degree or college credits must have been awarded or earned by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice System or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.