

Quality Assurance Specialist (Environmental Specialist 4) (In-Training)



Salary

\$55,224.00 - \$86,208.00 Annually

Location

Thurston County – Lacey, WA

Job Type

Full Time - Permanent

Remote Employment

Flexible/Hybrid

Job Number

2024-AQ4934-03510

Department

Dept. of Ecology

Division

Air Quality

Opening Date

03/25/2024

Closing Date

Continuous

Salary Information

The high end of the salary range, Step M is typically a longevity step

- DESCRIPTION
- BENEFITS
- QUESTIONS

Description



DEPARTMENT OF
ECOLOGY
State of Washington

Keeping Washington Clean and Evergreen

The **Air Quality** program within the Department of Ecology is looking to fill a **Quality Assurance Specialist (Environmental Specialist 4)(In-Training)** position.

This position is located in our **Headquarters Office** in [Lacey, WA](#).

Upon hire, you must live within a commutable distance from the duty station.

Do you enjoy working on a highly collaborative team? Do you like analyzing data to identify potential problems? Do you like spending a portion of your work time in the field or in a laboratory? If so, this position may be the perfect fit for you! This position combines the best of three different, but related, worlds:

1. reviewing and analyzing data in an office setting and writing documents to ensure accurate and reliable air monitoring data
2. performing audits on air monitors at sites located throughout Washington State
3. Working with ozone equipment in a laboratory setting

Note: This position offers a career path and on-the-job training. This position allows you to progress through the **Environmental Specialist** field and achieve the goal class of an **Environmental Specialist 4**. **Candidates will be considered at the Environmental Specialist 3 and the Environmental Specialist 4 levels**, depending on their qualifications. For salary levels for each, please see the qualifications section.

Agency Mission: Ecology's mission is to protect, preserve and enhance the environment for current and future generations.

Program Mission: The mission of the Air Quality Program (AQP) is to protect and

improve air quality in Washington. The Air Quality Program's vision is clean, healthy air for all of Washington.

Tele-work options for this position: This position will be eligible for up to a 80% tele-work schedule. Applicants with questions about position location options, tele-work, and flexible or compressed schedules are encouraged to reach out to the contact person listed below in "other information." Schedules are dependent upon position needs and are subject to change.

Application Timeline: This position will remain open until filled, we will review applications on April 10, 2024. In order to be considered, please submit an application on or before **April 9, 2024**. If your application isn't received by this date, it may not be considered. The agency reserves the right to make a Hire any time after the initial screening date.

Please Note: We will review all applications received before the date above. Additional reviews after this date typically only occur if we have a small applicant pool, or if a successful Hire was not made.

Ecology employees may be eligible for the following:

[Medical/Dental/Vision for employee & dependent\(s\)](#), [Public Employees Retirement System \(PERS\)](#), [Vacation, Sick, and other Leave*](#), [11 Paid Holidays per year*](#), [Public Service Loan Forgiveness](#), [Tuition Waiver](#), [Long Term Disability & Life Insurance](#), [Deferred Compensation Programs](#), [Dependent Care Assistance Program \(DCAP\)](#), [Flexible Spending Arrangement \(FSA\)](#), [Employee Assistance Program](#), [Commuter Trip Reduction Incentives \(Download PDF reader\)](#), [Combined Fund Drive](#), [SmartHealth](#) ***[Click here for more information](#)**

About the Department of Ecology

Protecting Washington State's environment for current and future generations is what we do every day at Ecology. We are a culture that is invested in making a difference. Join a team that is highly effective and collaborative, with leadership that embraces the value of people. To learn more, check out our [Strategic Plan](#).

Ecology cares deeply about employee wellness; we go beyond traditional benefits, proudly offering:

- A healthy life/work balance by offering flexible schedules and telework options for most positions.
- An Infants at Work Program that is based on the long-term health values of infant-parent bonding and breastfeeding newborns.
- Continuous growth and development opportunities.

- Opportunities to serve your community and make an impact through meaningful work.

Our commitment to DEIR

Diversity, equity, inclusion, and respect (DEIR) are core values central to Ecology's work. We strive to be a workplace where we are esteemed for sharing our authentic identities, while advancing our individual professional goals and collaborating to protect, preserve, and enhance the environment for current and future generations.

Diversity: We celebrate and appreciate diversity; our unique perspectives and abilities enrich us all and lead to innovative approaches and solutions.

Equity: We champion equity, recognizing that each of us need different things to thrive.

Inclusion: We intentionally create and hold space so that we all have meaningful opportunities to participate and contribute to Ecology's work.

Respect: We treat each other with respect and dignity, acknowledging the inherent worth of our diverse perspectives and lived experiences, even in times of uncertainty and disagreement.

We believe that DEIR is both a goal and an action. We are on a journey, honoring our shared humanity and taking steps to demonstrate our commitment to a vision where each of us is heard, seen, and valued.

Duties



What makes this role unique?

In this fun and challenging role, you will be part of a highly collaborative team responsible for ensuring the accuracy and credibility of the ambient air monitoring data collected within the Washington State Ambient Air Monitoring Network. You will perform qualitative and quantitative analyses of data generated by a wide variety of ambient air monitors and plan and conduct onsite performance audits on air monitors located throughout the state. You'll also certify and maintain ozone equipment in a laboratory setting. And Finally, you will frequently collaborate with ambient air monitoring personnel from Ecology, local air agencies, and Tribes throughout the state on exciting and interesting air monitoring projects to ensure high quality data collection.

What you will do:

- Quality assure highly complex air monitoring equipment.
- Review and evaluate results of a variety of data and quality control information (operating procedures, telemetered data, graphical data review, zero checks, span checks, and precision checks, etc.) to ensure that data collected within the Washington Network meets federal and state requirements for quality.
- Provide high-quality technical assistance to local air agencies, Tribes, and Ecology regional offices on quality assurance, operation, and maintenance of air monitoring instruments.
- Review, analyze, develop, and make recommendations on quality assurance, ambient air monitoring, and quality system policy to supervisor and manager.
- Write and periodically revise Quality Assurance Project Plans and Standard Operating Procedures.

- Maintain and annually certify four ozone audit standards in a laboratory setting.

Qualifications

Required Qualifications:

Years of required experience indicated below are full-time equivalent years. Full-time equivalent experience means that any experience where working hours were less than 40 hours per week will be prorated in order to meet the equivalency of full-time. We would calculate this by looking at the total hours worked per week, divide this by 40, and then multiply by the total number of months worked. Examples of the proration calculations are:

- 30 hours worked per week for 20 months: $(30/40) \times 20$ months = 15 months full-time equivalent
- 20 hours worked per week for 12 months: $(20/40) \times 12$ months = 6 months full-time equivalent

Experience for both required and desired qualifications can be gained through various combinations of formal professional employment, education, and volunteer experience. See below for how you may qualify.

This is an In-Training position. The goal class for this position is an Environmental Specialist 4 (ES4). We will consider applicants who meet the requirements for the ES4 or the ES3 levels. If the finalist meets the requirements at the ES3 level, then they will be hired as an ES3 and will be placed in a training program to become an ES4 within a specified period of time.

At the Environmental Specialist 3 level (Salary Range 53: \$4,602-\$6,198 Monthly) (In-Training)

A total of Six (6) years of experience and/or education as described below:

- Professional level Experience in: Environmental analysis or control or environmental planning.
- Education: Involving a major study in environmental, physical, or one of the natural sciences, environmental planning or other allied field.

See chart below for a list of ways to qualify for this position:

Possible Combinations.	College credit hours or degree - as described above.	Years of professional level experience - as described above.
Combination 1	No college credit hours or degree	6 years of experience
Combination 2	I have 30-59 semester or 45-89 quarter credits.	5 years of experience
Combination 3	I have 60-89 semester or 90-134 quarter credits (AA degree).	4 years of experience
Combination 4	I have 90-119 semester or 135-179 quarter credits.	3 years of experience
Combination 5	A Bachelor's Degree	2 years of experience
Combination 6	A Master's Degree	1 year of experience
Combination 7	A Ph.D.	0 years of experience

OR

One year of experience as an Environmental Specialist 2, at the Department of Ecology.

At the Environmental Specialist 4 (goal class) Level (Salary Range 59: \$5,341-\$7,184 Monthly) (Goal Class)

A total of Nine (9) years of experience and/or education as described below:

- Professional level Experience in: Environmental analysis or control or environmental planning.
- Education: Involving major a study in environmental, physical, or one of the natural sciences, environmental planning or other allied field.

See chart below for a list of ways to qualify for this position:

Possible Combinations.	College credit hours or degree - as described above.	Years of professional level experience - as described above.
Combination 1	No college credit hours or degree	9 years of experience
Combination 2	I have 30-59 semester or 45-89 quarter credits.	8 years of experience

Combination 3	I have 60-89 semester or 90-134 quarter credits (AA degree).	7 years of experience
Combination 4	I have 90-119 semester or 135-179 quarter credits.	6 years of experience
Combination 5	A Bachelor's Degree	5 years of experience
Combination 6	A Master's Degree	3 years of experience
Combination 7	A Ph.D.	2 years of experience

OR

Two years of experience as an Environmental Specialist 3, at the Department of Ecology.

Special Requirements/Conditions of Employment:

- Must obtain and maintain a valid Driver's license.

Desired Qualifications:

We highly encourage you to apply even if you do not have some (or all) of the desired experience below.

- One year of experience conducting ambient air monitoring
- One year of conducting quality assurance activities for environmental data collection
- 6 months of experience interpreting federal regulations

Note: Having some (or all) of this desired experience may make your application more competitive in a highly competitive applicant pool.

Supplemental Information

Ecology seeks diverse applicants: We view diversity, equity, inclusion, and respect through a broad lens including race, ethnicity, class, age, religion, sexual orientation, gender identity, immigration status, military background, language, education, life

experience, physical disability, neurodiversity, and intersectional identities. Qualified candidates from all backgrounds are encouraged to apply.

Need an Accommodation in the application and/or screening process or this job announcement in an alternative format?

- Please call: (360) 407-6186 or email: careers@ecy.wa.gov and we will be happy to assist.
- If you are deaf or hard of hearing you can reach the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.
- If you need assistance applying for this job, please e-mail careers@ecy.wa.gov. Please do not send an email to this address to follow-up on the status of your application. You can view the latest status of your application on your profile's main page.
- If you are reading this announcement in print format, please enter the following URL to your search engine to apply: <https://ecology.wa.gov/About-us/Get-to-know-us/Jobs-at-Ecology>.

Application Instructions:

It's in the applicant's best interest to submit all of the documents listed below. Applications without these documents may be declined.

- A cover letter describing why you are interested in this position.
- A resume outlining your experience and education (if applicable) as it relates to the minimum qualifications of this position.
- A list of three professional references.

Note: References will only be contacted during the final steps of the recruitment process for candidates selected as finalists. References will not be contacted without the candidate's formal authorization.

Please do NOT include your salary history. Wage/salary depends on qualifications or rules of promotion, if applicable.

For Your Privacy:

When attaching documents to your application (such as Resume, Cover Letter, Transcripts, DD-214, etc.):

- Please be sure to remove private information such as your social security number, date of birth, etc.

- Do not attach documents that are password-protected, as these documents may not be reviewed and may cause errors within your application when downloaded.

Additional Application Instructions for Current Ecology Employees:

Please make sure to answer the agency-wide questions regarding permanent status as a classified employee within the Washington General Service or Washington Management Service. Do not forget to select Department of Ecology as a response to question 2, and type your personnel ID number for question 3. If you are not sure of your status or do not know your personnel ID number, please contact Human Resources.

Application Attestation:

The act of submitting application materials electronically is considered affirmation that the information is complete and truthful. The state may verify this information and any untruthful or misleading answers are cause for rejection of your application or dismissal if employed.

Other Information:

If you have specific questions about the position, please email **Sean Lundblad** at: Sean.Lundblad@ecy.wa.gov. Please do not contact **Sean** to inquire about the status of your application.

To request the full position description: email careers@ecy.wa.gov

Why work for Ecology?

As an agency, our mission is to protect, preserve and enhance Washington's environment for current and future generations. We invest in our employees to create and sustain a working environment that encourages creative leadership, effective resource management, teamwork, professionalism, and accountability.

Joining Ecology means becoming a part of a team committed to protecting and restoring Washington State's environment. A career in public service allows you to help solve some of the most challenging problems facing our state, while keeping your health and financial security a priority. We combine one of the most competitive benefits packages in the nation with a strong commitment to life/work balance.

To learn more about The Department of Ecology, please visit our website at www.ecology.wa.gov and follow, like or visit us on [LinkedIn](#), [Twitter](#), [Facebook](#), [Instagram](#) or our [blog](#).

Collective Bargaining: This is a position covered by a bargaining unit for which the

Washington Federation of State Employees (WFSE) is the exclusive representative.

Equal Opportunity Employer: The Washington State Department of Ecology is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, veterans, military spouses or people with military status, and people of all sexual orientations and gender identities are encouraged to apply. Persons needing accommodation in the application/testing process or this job announcement in an alternative format may call (360) 407-6186. Applicants who are deaf or hard of hearing may call the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.

Note: This recruitment may be used to fill other positions of the same job classification across the agency. Once all the position(s) from the recruitment announcement are filled, the recruitment may only be used to fill additional open positions for the next sixty (60) days.