

Well Log Database Manager and Permitting Specialist (Environmental Specialist 2)



Salary

\$54,132.00 - \$72,744.00 Annually

Location

King County - Shoreline, WA

Job Type

Full Time - Permanent

Remote Employment

Flexible/Hybrid

Job Number

2026-WR0418-05073

Department

Dept. of Ecology

Division

Water Resources

Opening Date

06/30/2026

Closing Date

7/7/2026 11:59 PM Pacific

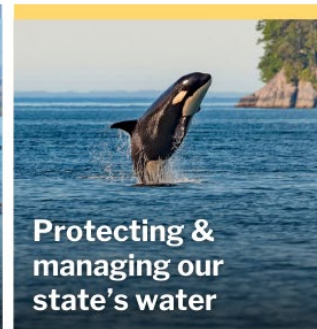
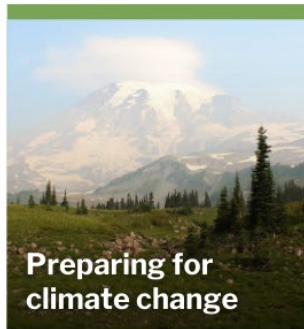
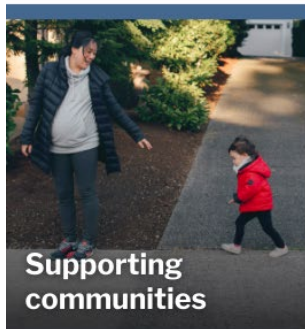
Salary Information

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

- [Description](#)

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- [Questions](#)

Description



DEPARTMENT OF
ECOLOGY
State of Washington

The salary listed above includes the scheduled 2% general salary increase that goes into effect on July 1, 2026.

Keeping Washington Clean and Evergreen

The Department of Ecology is hiring a **Well Log Database Manager and Permitting Specialist (Environmental Specialist 2)** within the [Water Resources Program](#).

Location:

- Northwest Region Office in [Shoreline, WA](#).
- The salary listed includes 5% premium pay due to the position location in King County.
- Upon hire, you must live within a commutable distance from the duty station.

Schedule:

- This position is eligible for telework and flexible schedule options.
- During initial onboarding and training, a minimum of three days per week will be required in the office. Upon completion, a minimum of one day per week will be required in the office.
- Schedules are dependent upon position needs and are subject to change.



Ecology is committed to Diversity, Equity, Inclusion, and Respect

Duties

In this role, you will provide critical support to the Program and Region by ensuring that well log information is accurately imaged and entered into a publicly accessible well log database. You will also work with permittees to ensure compliance with permitting requirements and deadlines are met, and assist the permitting unit with various review and development steps. You will help maintain multiple databases with well log information and water right information, as well as use mapping tools such as ArcGIS, to ensure accurate and complete information is available to the public. You will also provide customer service and technical assistance related to water availability, well construction regulations, and permitting processes by phone, email, and in-person.

What you will do:

- Review, interpret, and verify well reports for accuracy and regulatory compliance.
- Independently maintain well log data in the Water Resources Program database and ensure new well reports are scanned and entered in a timely manner.
- Work directly with the well drilling community and licensees to:
 - Promote timely well log submissions
 - Identify well log submittal efficiencies and improvements
 - Create training materials to adopt identified process improvements (e.g., electronic well log submission)
- Independently provide verbal and written well related technical assistance to the public, including realtors, landowners, other state and local governments, and Tribal governments.
- Oversee permit maintenance activities, including reminding permittees of forthcoming permit deadlines and providing technical assistance on permit extensions, assignments, etc.
- Interpret and explain laws and regulations on water resource management to assure regulatory compliance.
- Accurately and promptly communicate information related to water rights, water supply and availability, and water resources laws and regulation to water right applicants, consultants, and other members of the public on the phone, in-person, and through electronic communication.
- Conduct water rights-related property research for the public and provide technical assistance on how the public can use available external public databases. Use available databases and mapping software to respond to requests from the public.

Qualifications

For detailed information on how we calculate experience and responses to other frequently asked questions, please visit our [Recruitment website](#).

Required Qualifications:

- **Five years of experience and/or education related to the duties of the position, which includes the following:**
 - Demonstrated ability to verify accuracy and completeness of technical reports, legal documents, and permit materials; strong attention to detail; consistency in peer review.
 - Demonstrated ability to enter, edit, and maintain records in program databases; perform imaging/scanning and indexing; apply basic data QA/QC; manage workloads to keep data current.
 - Beginner to intermediate level ability to produce water right maps, locate features, perform property research, and visualize data using GIS tools (e.g., ArcGIS or equivalent).
 - Proven track record providing accurate, timely, and professional support to diverse audiences (e.g. public, realtors, consultants, licensees, Tribal/local/state partners), across phone, email, and in meetings.
 - Proven ability to build working relationships with the well drilling community; develop concise training materials; facilitate adoption of process improvements (e.g., e-submittal).
 - Demonstrated ability to plan, prioritize, track work-related schedules, achievement of timeliness standard and workload organization management skills.
 - Demonstrated ability to manage electronic/paper files and email per retention requirements; ensure records are accurate, retrievable, and support public records requests; maintain confidentiality.
- **Education** involving a major study in environmental, physical, or one of the natural sciences, environmental planning, geography, GIS, or closely related field.

Examples of how to qualify:

- 5 years of experience.

- 4 years of experience AND 30-59 semester or 45-89 quarter college credits.
- 3 years of experience AND 60-89 semester or 90-134 quarter college credits (Associate's degree).
- 2 years of experience AND 90-119 semester or 135-179 quarter college credits.
- 1 year of experience AND a Bachelor's degree.
- 0 years of experience AND a Master's degree or higher.

Desired Qualifications:

- Interest in and knowledge about water resources.

If you are excited about this role and meet the **required** qualifications, **we encourage you to apply**. Desired qualifications reflect additional knowledge, skills, or experience that are nice to have but not required. Studies have shown that some applicants, especially women and people of color, are less likely to apply unless they meet every listed qualification. At the Department of Ecology, we are dedicated to building a diverse and authentic workplace centered in belonging, and we welcome applicants with varied backgrounds and unique perspectives.

Supplemental Information

Ecology does not use the **E-Verify** system; therefore, we are not eligible to extend STEM Optional Practical Training (OPT). For more information, please visit www.uscis.gov.

Application Process

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 job seekers from all backgrounds are encouraged to apply.

How to Apply

Click “Apply” at the top of this page. Complete the entire application, including full work history and responses to all supplemental questions, and attach:

- Cover letter, describing your interest in and qualifications for this position
- Resume

Because we base our selection on the information you provide, it is in your best interest to complete the application thoroughly. A resume will not substitute for the “work experience” section of the application or vice versa. Applications with blank fields or supplemental question responses with comments such as “see resume” may be considered incomplete.

For detailed application information, please visit our [Recruitment website](#).

Application Attestation: By submitting an application, you are affirming that the information contained in your application and on all attachments is complete and truthful. The state may verify this information, and any false or misleading answers may result in rejection of your application or dismissal if employed.

Need an Accommodation?

If you need reasonable accommodation during the application and/or screening process, including this job announcement in an alternate format:

- Please contact us at 360-407-6186 or careers@ecy.wa.gov
- If you are deaf or hard of hearing, you may call through the Washington Relay Service by dialing 711 or 1-800-833-6384.

Questions?

- For specific questions about the position location options, schedule, or duties, please contact **Jay Cook** at Jay.Cook@ecy.wa.gov

- If you need assistance applying for this job, are inquiring about the status of your application, would like to request the full position description, or have any other questions, please contact the Recruitment Team at careers@ecy.wa.gov

About the Water Resources Program

The mission of the Water Resources Program is to manage water resources to benefit all Washingtonians and to protect the natural environment for current and future generations.

About the Department of Ecology

As the State of Washington's environmental protection agency, we are deeply committed to protecting, preserving, and enhancing Washington's environment for current and future generations. Joining Ecology means becoming part of a team dedicated to protecting and sustaining healthy land, air, water, and climate in harmony with a strong economy. A career in public service at Ecology 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. We invest in our employees to create and sustain a working environment that encourages creative leadership, effective resource management, teamwork, professionalism, and accountability.

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.

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.

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](#), [Combined Fund Drive](#), [SmartHealth](#) *[Click here for more information](#)

To learn more about Ecology, please visit our [website](#), explore [Working at Ecology](#), check out our [Strategic Plan](#), and connect with us on [LinkedIn](#), [Facebook](#), [Instagram](#), [YouTube](#), or our [blog](#).

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.

Collective Bargaining: This is a position covered by a bargaining unit for which the Washington Federation of State Employees (WFSE) is the exclusive representative.

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.