



## **Job Description – Project Manager / Environmental Scientist**

SEMS, Inc, an Environmental Engineering and Consulting Firm, is seeking an Environmental Scientist, Geologist, or Engineer to join our team as Project Manager/Environmental Scientist. The ideal candidate will be an effective manager and collaborator with 10+ years of experience. A proven technical background in multiple facets of environmental compliance and project management is preferred.

### **Responsibilities:**

- Plan, schedule, and track projects to ensure project are on schedule, on budget, and in accordance with regulatory requirements
- Oversee commercial and government assessment and remediation projects including field work, project management, and resource management
- Manage multiple projects including technical, regulatory, quality, and safety
- Design, implement and manage various soil and groundwater investigations and remedial projects
- Preparation of environmental assessment reports (Phase I & IIs) and other reporting for remedial actions
- Provide compliance, permitting, and technical support in various industries
- Review and/or prepare technical documents and applications
- Communicate with regulators on compliance issues and permitting
- Oversight of quality control and safety on projects
- Delegate responsibilities to team members and assist in the training and mentorship of staff

### **Skills & Requirements:**

- Bachelor's degree in engineering, geology, or other environmental sciences
- Post graduate degree in environmental science, engineering, or geology a plus
- 10+ years of related experience
- Knowledge of state/federal permitting processes to assist with project management and proposals
- Demonstrated proficiency in technical writing and communication
- Ability to manage projects, teams, and meet deadlines
- Knowledgeable in the use of Microsoft Office software
- Attention to detail and quality control/quality assurance programs
- Ability to cultivate strong relationship within a team
- Experience working/negotiating with environmental regulators (preferred)
- Experience in project estimating and proposals (preferred)
- Able to pass a physical including respirator fit testing and pulmonary function test
- Able to travel and work a flexible schedule, potentially including after hours and weekends
- Valid United States Driver's License
- Ability to pass background check
- 40-hour HAZWOPER Certified (preferred)
- Basic Safety Plus 8 hours Certified (preferred)