



West Virginia Department of Agriculture

1900 Kanawha Blvd. E., Charleston, WV 25305
304-558-3550

Walt Helmick
Commissioner

VACANCY ANNOUNCEMENT

Title: Environmental Technician I, Regulatory and Environmental Affairs Division (READ)

Salary: \$30,000

Headquarters: Moorefield, West Virginia

Send WVDA Application & Resume to: Anne Oravec, Executive Assistant
West Virginia Department of Agriculture
1900 Kanawha Boulevard, East
Charleston, WV 25305-0170
Phone: 304-558-2221
E-mail: aoravec@wvda.us

Closing Date: Open Until Filled

Nature of Work: Under general supervision of the Assistant Director, an employee in this position will perform daily water sampling and assist in water quality analysis for the Water Quality Program. Other duties may include assisting Nutrient Management Planners with soil sampling and assisting with the Department's Verification program for agricultural best management practices.

Examples of Work:

- ◆ Collect and prepare surface water samples to facilitate laboratory testing for determination of nutrients, suspended solids, and fecal coliform.
- ◆ Perform basic field tests on water samples at time of collection.
- ◆ Perform stream flow measurements and calculations.
- ◆ Prepare media and other chemical solutions for the bacteriological analyses of samples.
- ◆ Clean and sterilize laboratory glassware and equipment.
- ◆ Enter water quality monitoring information into the Division's Water Quality Laboratory Information Management System (LIMS).
- ◆ Assist in maintaining quality assurance records for Environmental Laboratories.
- ◆ Attend technical meetings as required.

- ◆ Assist in writing reports as necessary.
- ◆ Maintain water quality field instruments.
- ◆ Restock water quality monitoring supplies.
- ◆ Performs related work as required, such as assisting other READ analysts as needed.
- ◆ Skill in the use of fragile and complex laboratory equipment.
- ◆ Perform related work as required.

Working Conditions: Employment requires working in a laboratory environment, as well as working in outdoor field situations when collecting water samples and data, which may include climbing up and down stream banks and coping with climatic temperature changes involved with outdoor work.

Required Knowledge, Skills and Abilities (Essential Functions):

- ◆ General knowledge of federal and state environmental laws, rules, and regulations as they might apply to or affect agriculture and poultry.
- ◆ General knowledge of rules, regulations, policies, and objectives of the WVDA.
- ◆ Good oral and written communication skills.
- ◆ Ability to effectively work with the general public, media, legislative, state, local, and federal personnel.
- ◆ Ability to maintain effective working relationships with the READ Director and Assistant Directors, and other WVDA staff in implementing and monitoring WVDA programs.

Minimum Qualifications:

- ◆ **Training:** Graduation from an accredited college or university with an Associate's degree in agriculture, environmental science, or a related physical science.
- ◆ **Experience:** Lab experience preferred, but not necessary.
- ◆ **Substitution:** Experience may be substituted for college education.

Additional Requirements:

Valid driver's license required.

Dependable transportation required and proof of insurance.

Pre-employment drug and alcohol testing.

Pre-employment law enforcement background investigation, including DMV records.

Must maintain a positive image of the Commissioner, West Virginia Department of Agriculture, and the State of West Virginia.