

# ENVIRONMENTAL ANALYST

**Department: Environmental Control**

**Classification: Competitive**

**Specification Number: 2820**

**Approved: 2/14/22**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

### ***OPEN COMPETITIVE***

Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree in mathematics, a natural or physical science, environmental studies or a related field, plus two (2) years of experience in environmental protection activities.

**NOTE:** Graduate education in one of the above areas will be substituted for experience on a year-for-year basis.

## **NECESSARY SPECIAL REQUIREMENT**

At the time of appointment and during employment in this title, employees must possess a valid license to operate a motor vehicle in New York State.

## **DISTINGUISHING FEATURES OF THE CLASS**

An employee in this class performs research and analyses on matters affecting the quality of the environment, and participates in developing a program of environmental protection. The incumbent serves as a consultant to Town departments and agencies whose operations or decisions may have impact on the environment. Responsibilities may include the supervision of personnel performing technical work in gathering data on environmental resources, and monitoring various forms of pollution in the jurisdiction. This title differs from those in the Environmentalist series in that the emphasis is on the analysis of information on a wide range of environmental concerns, rather than the technical aspects of data collection, monitoring and interpretation in a specialized field. Work is performed under general supervision and is reviewed by a professional or administrative supervisor through consultations, conferences and written reports. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

Serves as a consultant to Town departments and boards on the environmental impact of actions or decisions being considered;

Participates in the planning of Town parks;

Provides information and recommendations for environmentally sound development;

Advises departments and boards on how federal, state and county environmental legislation affects their operations;

Drafts local legislation and resolutions concerning the environment, such as ordinances for noise control, tree preservation and waste disposal;

May supervise and conduct investigations of violations of ordinances and regulations relating to environmental protection;

Compiles inventories of environmental resources in the area, such as wetlands, waterways, unique or important ecosystems, hydrology, flora and fauna;

May consult with other governmental agencies, public interest groups and educational institutions involved in the study and protection of the environment;

May issue summonses on violations of environmental codes and/or regulations, and testify in court.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

**Thorough knowledge of the principles, methods and techniques of compiling, organizing and interpreting scientific data to determine the impact of alterations of the environment; thorough knowledge of the current principles, practices, methods and techniques utilized in the management and preservation of environmental resources; good knowledge of the federal, state and local laws and regulations relating to environmental protection; good knowledge of the modern developments, current literature, resources of information and technical nomenclature in the field of environmental sciences; good knowledge of the natural and biological sciences as they relate to the analysis of environmental conditions; ability to prepare and present comprehensive reports on environmental quality and the impact of governmental actions and decisions; ability to establish and maintain effective working relationships with public officials, professionals in the community and in community groups and the general public; ability to express oneself clearly and concisely, both orally and in writing; physical condition commensurate with the demands of the position.**