

MADISON COUNTY DEPARTMENT OF HUMAN RESOURCES

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VACANCY ANNOUNCEMENT

ENVIRONMENTAL COMPLIANCE COORDINATOR (HELPS Program)
(COUNTY APPLICATION REQUIRED- Go to: <https://madison-portal.mycivilservice.com/>)

2025 Hire Rate: \$30.00/hr (37.5 hrs/wk)

The Madison County Solid Waste Department seeks a full-time Environmental Compliance Coordinator. This position involves coordinating, overseeing and implementing an organized management system for landfill and transfer station compliance for the Madison County Solid Waste Department. The incumbent performs routine site inspections, field testing, sampling and data collection oversight, preparing solid waste reports and permit renewals as well as many other duties. The work is performed under the direct supervision of the Director and Deputy Director of Solid Waste Management, allowing leeway for the use of independent judgment in planning work details and in making technical decision on routine problems. The incumbent does related work as required.

OPEN COMPETITIVE MINIMUM QUALIFICATIONS: Either:

- A) Possession of a Bachelor’s degree, or higher-level degree, in Environmental Planning, Ecology, Natural Resources, Natural Sciences, Environmental Education, Environmental Science, Environmental Engineering, Environmental or Natural Resource Management, Environmental Studies, Environmental Technology, Environmental Energy or closely related field; OR
- B) Possession of an Associate’s Degree in Environmental Planning, Ecology, Natural Resources, Natural Sciences, Environmental Education, Environmental Science, Environmental Engineering, Environmental or Natural Resource Management, Environmental Studies, Environmental Technology, Environmental Energy, or a closely related field, AND two (2) years of full-time paid, or its part-time equivalent, experience involving environmental management and data analysis activities which shall have included regulation compliance; OR
- C) An equivalent combination of training and experience as outlined by (A) and (B) above.

NOTE: Degree(s) must have been awarded by a college or university accredited by a regional, national or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside of the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

SPECIAL REQUIREMENT: Possession of the appropriate driver's license issued by the New York State Department of Motor Vehicles is required at the time of appointment and maintenance of said license for the duration of appointment.

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