



## PERSON SPECIFICATION

<b>JOB TITLE</b>	<b>ENVIRONMENTAL OFFICER</b>	
<b>LOCATION</b>	Mann Island Liverpool – but will be required to work outdoors at the various Authority waste management facilities.	
<b>GRADE</b>	Scale 6 – SO1	
<b>REPORTS TO</b>	Environmental and Planning Officer	
<b>MAIN PURPOSE OF THE JOB</b>		
To assist the Estates Manager in providing a planning, design, contract procurement, maintenance and monitoring service with particular regard to environmental monitoring of the Authority's waste management facilities.		
<b>ESSENTIAL CRITERIA</b>		<b>DESIRABLE CRITERIA</b>
<b>EXPERIENCE</b>		
Undertaking environmental monitoring and statistical data gathering		
Preparation and submission of technical and environmental reports	Some familiarity of project management and co-ordination	
Understanding of the processes involved in the landfilling of wastes, and the formation of leachate and landfill gas.	Site investigation, hydrogeology and engineering geology, contaminated land investigation and remediation.	
Understanding of Environmental Monitoring and Control Systems, particularly in relation to landfill sites		
Proven knowledge of relevant waste management and environmental legislation		
Manage and coordinate supply chain contractors		
	Working knowledge of ISO 14001 Environmental Management systems	



MERSEYSIDE WASTE DISPOSAL AUTHORITY

<b>QUALIFICATIONS AND TRAINING</b>	
Educated to degree level in a relevant Earth Science/Environmental Science subject (or equivalent) or relevant experience in a field relevant to the post	Membership of relevant profession body. E.g. Chartered Institute of Waste Management.
To hold a current driving licence valid in the UK	
<b>PRACTICAL SKILLS</b>	
Ability to write clear and concise reports, letters and statements on behalf of the Estates Management section	
Excellent information technology skills	Working knowledge of Geographical Information Systems. Working knowledge of AutoCad.
Ability to analyse and interpret complex information and present that information in a clear manner	
Ability to produce detailed written reports and maintain records	Reporting to regulatory bodies such as United Utilities and the Environmental Agency.
Ability to provide advice, and to communicate verbally in an effective and courteous manner with a wide range of service users	
<b>PERSONAL QUALITIES &amp; ATTRIBUTES</b>	
To have a professional outlook and act professionally at all times	
To be a good team player with the ability to adapt quickly and to be able to work with the minimum supervision	



To have a flexible approach to service delivery implementation	
A willingness to develop as an individual and as a professional and to attend appropriate training courses as identified through the Authority's Staff Development Scheme	
<b>OTHER REQUIREMENTS</b>	
Ability to organise workload and prioritise effectively	
Ability to meet tight deadlines in a busy working environment	

**Last Updated: APRIL 2019**