

Job Posting: Cleanup Project Manager

Department of Toxic Substances Control

JC-403223 - Cleanup Project Manager
HAZARDOUS SUBSTANCES ENGINEER

\$6,175.00 - \$11,567.00 per Month

Final Filing Date: Until Filled

Job Description and Duties

As part of the Cal/EPA, DTSC is looking for a Hazardous Substances Engineer to serve as a Project Manager in the Responsible Party Unit within the Cleanup Program. Entry-level and mid-career applicants with an engineering degree in chemical, civil, mechanical, environmental, or waste management are welcome. Apply today and join our multi-disciplinary team to oversee the environmental cleanup and restoration of contaminated sites!

As a Hazardous Substances Engineer, you will have the opportunity to:

- Plan and manage a workload consisting of multiple projects to ensure they are completed on time and within budget
- Review and/or prepare technical engineering reports and other documents
- Coordinate and conduct oversight of field activities
- Conduct assignments in a project team environment by coordinating with other programs, support units, and regulatory agencies
- Interface with members of the public and other stakeholders
- Learn about and enforce regulatory compliance for the protection of human health and the environment

Desirable Qualifications We Look for:

- Manage multiple projects/assignments with sometimes conflicting deadlines
- Review and prepare technical documents
- Conduct research and provide oversight
- Participate in meetings, workgroups, and presentations
- Site investigation and cleanup experience (CERCLA, RCRA) is preferred but not mandatory

You will find additional information about the job in the [Duty Statement](#).

Minimum Requirements

You will find the Minimum Requirements in the Class Specification.

- [HAZARDOUS SUBSTANCES ENGINEER](#)

Additional Documents

- [Job Application Package Checklist](#)
- [Duty Statement](#)

Position Details

Job Code #: JC-403223
Position #(s): 810-511-3726-105
Working Title: Cleanup Project Manager
Classification:
HAZARDOUS SUBSTANCES ENGINEER
\$6,175.00 - \$7,363.00 A
\$7,071.00 - \$8,848.00 B
\$8,468.00 - \$10,595.00 C
\$9,244.00 - \$11,567.00 D

of Positions: 1
Work Location: Sacramento County
Telework: Hybrid
Job Type: Permanent, Full Time
Facility: Cal Center Regional Office

Department Information

This position is located at our Cal Center Regional office in **Sacramento, CA**.

The Department of Toxic Substances Control (DTSC) is a member of the boards, departments, and offices (BDO) within the California Environmental Protection Agency (CalEPA).

Our Mission: To protect California's people, communities, and environment from toxic substances, to enhance economic vitality by restoring contaminated land, and to compel manufacturers to make safer consumer products.

Our Vision: All of California is thriving in a healthy environment.

Our Core Values: DTSC values diversity, equity, and inclusion throughout the organization. We foster an environment where employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees is essential to inspiring innovative solutions. Together we further our mission to protect California's people, communities, and environment from toxic substances, to enhance economic vitality by restoring contaminated land, and to compel manufactures to make safer consumer products. Join DTSC to improve the lives of all Californians!

DTSC Recruitment Survey :

[Click here to complete the DTSC recruitment survey.](#)

Department Website: <http://www.dtsc.ca.gov/>



Special Requirements

- The position(s) require(s) a valid California Drivers License (CDL). You must answer the questions addressing your CDL on your application. Ensure you provide your CDL number, class, expiration date, and any endorsements and/or restrictions.

A Statement of Qualifications (SOQ) is required for the hiring manager's review. Applications submitted without an SOQ may be disqualified.

The SOQ should be no more than 2 page(s) in length, be clearly written and well-organized, contain no more than (five) grammatical and spelling errors, and Arial font, size 12.

Your SOQ should address the following:

1. Based on the Duty Statement, please provide a summary of how your education and experience supports you being a successful candidate for the position.

Application Instructions

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

Final Filing Date: Until Filled

Who May Apply

Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, have list eligibility, are in the process of obtaining list eligibility, or have SROA and/or Surplus eligibility (please attach your letter, if available). SROA and Surplus candidates are given priority; therefore, individuals with other eligibility may be considered in the event no SROA or Surplus candidates apply.

Applications will be screened and only the most qualified applicants will be selected to move forward in the selection process. Applicants must meet the Minimum Qualifications stated in the Classification Specification(s).

How To Apply

Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.CalCareers.ca.gov. When submitting your application in hard copy, a completed copy of the Application Package listing must be included. If you choose to not apply electronically, a hard copy application package may be submitted through an alternative method listed below:

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:

Department of Toxic Substances Control
Attn: Marlyn Barragan
8800 Cal Center Drive
Sacramento, CA 95826-3200

Address for Drop-Off Application Packages

You may drop off your application and any applicable or required documents at:

Department of Toxic Substances Control
Attn: Marlyn Barragan
8800 Cal Center Drive
Sacramento, CA 95826-3200
Drop-off applications must be received, and date stamped by 5:00 PM on the final filing date.
08:00 AM - 05:00 PM

Required Application Package Documents

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- Current version of the State Examination/Employment Application STD Form 678 (when not applying electronically), or the Electronic State Employment Application through your Applicant Account at www.CalCareers.ca.gov. All Experience and Education relating to the Minimum Qualifications listed on the Classification Specification should be included to demonstrate how you meet the Minimum Qualifications for the position.
- Resume is optional. It may be included, but is not required.
- Statement of Qualifications -
A Statement of Qualifications (SOQ) is **required** and must be submitted with your Employment Application (STD.678). Applications received without an appropriate SOQ based on the instructions above will be rejected for being incomplete and will not be considered. Resumes, cover letters, and other documents will not be considered as a response to the SOQ. **Please refer to the "Special Requirements" section above for additional information.**

Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the EEO contact listed on this job posting.

Benefits

Benefit information can be found on the [CalHR](#) website and the [CalPERS](#) website.

Contact Information

The Human Resources Contact is available to answer questions regarding the application process. The Hiring Unit Contact is available to answer questions regarding the position.

Department Website: <http://www.dtsc.ca.gov/>

Human Resources Contact:

Talent Acquisition
(279) 895-5034
Talent@dtsc.ca.gov

Hiring Unit Contact:

Ruth Cayabyab
(916) 255-6648
Ruth.Cayabyab@dtsc.ca.gov

Please direct requests for Reasonable Accommodations to the interview scheduler at the time the interview is being scheduled. You may direct any additional questions regarding Reasonable Accommodations or Equal Employment Opportunity for this position(s) to the Department's EEO Office.

EEO Contact:

EEO Office
(916) 324-3095
OCR@dtsc.ca.gov

California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

Additional Application Instructions

For experience/education to qualify during the application screening process, and to ensure that minimum qualifications can be determined, applicants should include all employment history on the Employment Application (STD 678), including detailed job descriptions, hours worked per week, and start/end dates (MM/DD/YYYY). Application packages without this information may experience delayed processing times and your eligibility for this position may be impacted.

Electronic applications submitted through your CalCareer Account are highly recommended. If you are unable to apply electronically through your CalCareer account, please mail a completed and signed STD. 678 and application package to the mailing address provided above in the "Application Instructions" section. **Applications must be postmarked on or before the final filing date.**

For mail-in or drop-off applications, please include **JC# 403223** and indicate the basis of your eligibility in the Examination(s) or Job Title(s) section. SROA and surplus candidates should submit a copy of their letter with their application.

Pending Budget Approval - DTSC will obtain all necessary approvals prior to extending a job offer.

Foreign Degrees

Applicants who completed their education outside the United States (with foreign degree/ transcripts) must obtain and submit verification of United States course/degree equivalency.

Foreign education credential evaluation services can be found at <https://www.naces.org>.

DO NOT include any confidential information to your application or supporting documents (i.e., Social Security Number, birthdate, marital status, medical information, examination results, method of eligibility, etc.).

Examination Information

List eligibility is established through an examination process in which one must apply and successfully pass the examination for the classification. If you have not established list eligibility for the **Hazardous Substances Engineer**, please click on the link to the examination bulletin for more information
<https://www.calcareers.ca.gov/CalHrPublic/Exams/Bulletin.aspx?examCD=0PBFV>

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.