



Internal/External Job Posting

Job Number: 005621

Closing Date: February 10, 2019

Resumes received in our office after the closing date will not be considered.

Position Title:	Environmental Coordinator
Salary Band:	K/L
Range:	DOE (Salary will be determined based on experience, qualifications and attributes.)
Work Location & Schedule:	Fairbanks, AK This is a regular exempt field based position on a 2 week on and 2 week off field schedule. Crew change point of departure is Anchorage or Fairbanks.
Number of Positions:	One (1)
Recruiting Contact:	Tracey L. Mueller, Employee Relations Manager Alyeska Pipeline Service Company E-Mail: alyeska_jobs@alyeska-pipeline.com Apply on-line at www.alyeska-pipe.com
Minimum Qualifications:	<p>Applicants must meet or exceed these minimum job requirements to apply for this position.</p> <ul style="list-style-type: none"> ▪ Bachelor's degree (or equivalent) in environmental science, engineering, or other related discipline. Related technical experience will be considered in lieu of the educational requirement. ▪ Two (2) years of direct environmental experience in an operations and maintenance environment ▪ Strong technical knowledge of environmental standards ▪ Strong written and oral communication skills ▪ Valid State of Alaska Driver's License is required
Preferences:	<ul style="list-style-type: none"> ▪ Six (6) years relevant environmental experience, in addition to Bachelor's degree (or equivalent years of experience) ▪ Trans Alaska Pipeline System (TAPS) experience ▪ In-depth knowledge of environmental regulations ▪ Specific knowledge, experience, and certification in environmental disciplines including, but not limited to: <ul style="list-style-type: none"> ▪ Hazardous and non-hazardous waste management ▪ Drinking water (current ADEC Small Systems OIT Certification) ▪ Wastewater ▪ NPDES sewage, excavation dewatering and hydro-test ▪ Storm Water Pollution Prevention Plans ▪ ADNR Water Use permitting ▪ TAPS Grant and Lease ▪ Air Quality Permit compliance (current EPA Method 9 certification) ▪ Fish & Wildlife, esp. permitting ▪ Spill Prevention, Control and Countermeasures ▪ Spill assessment and remediation ▪ Ability to analyze and prioritize work ▪ Ability to make effective decisions with a high consideration for the environment, personal and work site safety, and system integrity ▪ Ability to work independently and perform successfully in a team environment ▪ Demonstrated ability to direct and lead work projects



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	<ul style="list-style-type: none"> ▪ Oil Spill/Emergency response experience (Incident Command System trained and/or experience at the Crisis Management Level) ▪ Oil Spill/Emergency response certified at Hazwoper Level 2
<p>Accountabilities and Specific Requirements:</p>	<p>The Environmental Coordinator reports directly to the Environmental Coordinator Supervisor. This position is field based and the assignment can be at any pump station or response base facility along the pipeline, and may also include assignments as needed at the Valdez Marine Terminal. The position requires extensive travel along state highways and the pipeline access roads and right-of-way. Travel will be by truck, off-road vehicle, helicopter, or fixed wing aircraft.</p> <p>Environmental Coordinators (EC's) are Alyeska's primary in-field point of contact for environmental concerns and guidance. The incumbent will be responding to a large variety of environmental questions and situations, advising clients to ensure a clear understanding of regulatory, lease, and permit compliance requirements, developing practical compliance strategies, and ensuring the corporate environmental policy and code of conduct are upheld. Strong written and verbal communication and interpersonal skills are required.</p> <p>Specific duties include completion of facility and ROW environmental and fish stream surveillances, acting as the primary contact for environmental agency representatives during field inspections, permitting, development and delivery of field fit-for-purpose training tools to meet immediate and specific needs; initiation, editing and approval of environmental incident reports, participation in incident investigations, direction of site assessments and corrective actions for spill cleanup. EC's review project proposals and work orders to assess environmental considerations identify compliance and permitting requirements. Developing a thorough understanding of Alyeska's Environmental Management System, applicable regulations, grant and lease stipulations, permit requirements and corporate policy is required.</p> <p>The incumbent will be expected to develop the expertise to lead the Environmental Unit in the Incident Command System during TAPS emergencies including oil spill response; participate in drills and training exercises; and participate in mutual aid exercises at multiple facilities as well as Shippers and Producers oil spill drills.</p>
<p>Knowledge, Skills and Abilities:</p>	<ul style="list-style-type: none"> ▪ Analysis & Problem Solving ▪ Emergency Response ▪ Environmental Management ▪ External and Internal Relations ▪ Financial Management ▪ Interpersonal Communications ▪ Job Specific Computer Expertise ▪ Maintenance ▪ Negotiations ▪ Operations ▪ Regulations ▪ Safety Management ▪ Training
<p>Contributor Level</p>	<p>Individual Contributor - Professional</p>



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<p>TAPS Safety Culture</p>	<p><u>Act With Discipline</u> Be prepared to work and arrive to work rested. Complete all pre-job planning steps. Complete all training and qualifications. Follow all required processes and procedures and use the right tools for the job. Complete all post-work activities.</p> <p><u>Take a System View</u> Assess how a task can impact others, seek input, and make all necessary notifications.</p> <p><u>Make Sound Decisions</u> Involve the right people at the right time. Identify if conditions change and act accordingly.</p> <p><u>Learn, Improve, Innovate</u> No task on TAPS is routine; be alert to emerging risks. Communicate hazards and share lessons learned from past experiences.</p> <p><u>Speak Up, Step Up</u> Alyeska fully supports the authority of every TAPS worker to speak up, take action, and stop work, regardless of role or responsibility. Participate in developing and implementing solutions.</p>
<p>Pre-Employment Drug Screen Testing</p>	<ul style="list-style-type: none"> ▪ Alyeska Pipeline Service Company (APSC) requires pre-employment drug testing utilizing hair test collections for all positions. The preferred collection site is from the head (approximately 1/2 inch of hair length necessary). Head hair testing provides an approximate 90 day window of detection that checks for drug use. In addition, for Department of Transportation covered positions, APSC will also utilize urinalysis testing. Any drug test makes you ineligible for APSC employment. ▪ It is important to note that APSC does not seek or accept any genetic information as part of the hair testing procedure or any other process that could directly or inadvertently provide genetic information (family medical history).
<p>Employment Verification using E-Verify</p>	<ul style="list-style-type: none"> ▪ Federal Law requires all employers to verify identity and employment eligibility of all persons hired to work in the United States. Alyeska Pipeline Service Company participates in E-Verify. ▪ E-Verify is an Internet-based system that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from U.S Department of Homeland Security and Social Security Administration records to confirm employment eligibility. http://www.dhs.gov/e-verify
<p>TWIC</p>	<ul style="list-style-type: none"> ▪ The Alyeska Valdez Marine Terminal (VMT) is a regulated facility, and the employee hired to work on the VMT or to provide emergency support or other approved work for the VMT will be required to have a Transportation Worker Identification Credential (TWIC). For more information about this Federal credential access the Web site listed below. The successful candidate for this job will be notified if a TWIC will be required and will then be responsible for enrolling and obtaining a TWIC prior to their hire date. http://www.tsa.gov

ALYESKA PIPELINE SERVICE COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER THAT VALUES WORKPLACE DIVERSITY.

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