

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 2128110

Environmental Specialist 1, Grade 18	2128110
Environmental Specialist 2, Grade 23	2128120
Environmental Specialist 3, Grade 27	2128130
Environmental Specialist 4, M-4	2128140

Brief Description of Class Series

Environmental Specialists perform technical analysis, research, and training to determine the impact of transportation projects on noise levels, water quality, air quality, groundwater, and other environmental concerns, write reports, make recommendations or develop policy and procedures for a variety of environmental issues, provide technical expertise on environmental matters to staff of other programs preparing Environmental Impact Statements, and coordinate obtaining environmental permits and approvals.

These positions are classified at the Canal Corporation, the Department of Homeland Security & Emergency Services, the Department of Transportation, and the Thruway Authority.

Distinguishing Characteristics

Environmental Specialist 1: full performance level; performs technical work independently; functions primarily as a generalist in the field.

Environmental Specialist 2: first supervisory level; directs the activities of multiple Environmental Specialists 1; may function as a non-supervisory technical specialist, one per region, in regional Department of Transportation Construction Units; a few non-supervisory positions are classified in the headquarters of the Thruway Authority or an agency' Main Office based on their statewide expertise in a particular environmental specialty.

Environmental Specialist 3: responsible for all environmental analysis and landscape architecture activities in a Transportation Regional Office; when classified in a headquarters or main office, serves as the agency's principal expert in one or more specialized environmental area such as noise or air quality, and serves as a section head responsible for that environmental specialty.

Environmental Specialist 4: manages all aspects of environmental impact and analysis; responsible for development of positions, policy, and technical procedures regarding all environmental issues in the Department of Transportation.

Illustrative Tasks

Environmental Specialist 1

Advises construction, design, highway maintenance, and other program areas concerning environmental rules and regulations and the preparation of environmental impact statements.

Negotiates solutions to environmental problems acceptable to both the agency and appropriate environmental regulatory agencies.

Analyzes and researches environmental issues affecting the State by performing data gathering, analysis, writing reports, and making recommendations to higher levels of management.

Reviews environmental studies and other project documentation and makes recommendations to higher level management.

Prepares environmental impact statements.

Prepares project level correspondence and reports for coordination with involved State and federal regulatory agencies and secures all necessary approvals and permits.

Environmental Specialist 2

Develops statewide policies, guidelines, and procedures for environmental issues.

Performs quality assurance reviews of environmental impact statements and environmental assessments.

Represents the department with State and federal advisory and regulatory agencies.

Provides technical expertise to supervisors and program managers on environmental matters related to a wide variety of transportation projects and initiatives.

Investigates alleged violations of environmental regulations and permit conditions and, if necessary, testifies in court.

Presents testimony at public hearings regarding environmental analyses related to projects.

Evaluates air quality analysis and recommends new techniques for evaluations.

Evaluates transportation, air, noise, and water quality models and makes recommendations for more applicable techniques.

Supervises staff engaged in the preparation of environmental impact statements.

Environmental Specialist 3

Represents the department as the principal contact with the public, environmental agencies, and regulatory organizations on issues related to the environmental impact of transportation projects.

Develops statewide environmental policies, procedures, and practices.

Identifies and ensures resolution of problems or issues relating to environmental requirements or regulations in any department program.

Advises regional directors and staff regarding new legislation, regulatory requirements, and advisory and regulatory agency policies regarding environmental matters.

Environmental Specialist 4

Sets policy and develops procedures to implement policies concerning all environmental issues in the agency.

Communicates with other agencies or divisions concerning environmental issues.

Proposes changes to State Environmental Laws.

Advises executive management on environmental issues.

Reassigns staff to meet changing priorities.

Prepares budgets for the program and monitors expenditures for compliance with mandates.

Defines program and project priorities and ensures that managers and staff are performing in compliance with priorities and established goals, procedures, and program requirements.

Minimum Qualifications

Environmental Specialist 1

Open Competitive: a bachelor's degree and two years of environmental analysis experience.

Environmental Specialist 2

Promotion: one year of service as an Environmental Specialist 1.

Open Competitive: a bachelor's degree and three years of environmental analysis experience.

Environmental Specialist 3

Promotion: one year of service as an Environmental Specialist 2.

Environmental Specialist 4

Promotion: one year of service as an Environmental Specialist 3.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

08/2024

MK