

Environmental Project Monitor

Position Details

Class Code: 2118

Job Family: Business/Finance

Classification: Support Professional

Terms of Employment: [Pay Grade 57 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general direction, conducts Asbestos Hazard Emergency Response Act (AHERA) inspections. Inspects asbestos abatement along with lead remediation projects to ensure compliance with drawings, specifications, and applicable codes/ordinances for asbestos abatement and lead remediation work.

Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented as needed to maintain compliance with AHERA.

1. Assists in developing and reviewing abatement/reconstruction projects.
2. Designs and prepares project specifications concerning asbestos abatement, lead abatement, mold remediation, and demolition projects.
3. Investigates existing building projects for hazardous or illegal conditions regarding health hazards.
4. Conducts property acquisition investigations and environmental assessments.
5. Reviews asbestos and lead hazard plans for regulatory compliance.
6. Reviews design documents; compiles and writes review comments at each design review stage. Ensures all review comments have been addressed/incorporated by the Project Manager and Architect/Engineer.
7. Prepares and develops necessary environmental documentation; submits documentation to concerned parties.

8. Establishes testing criteria for laboratory analyses and final clean-up activities necessary for final clearance.
 9. Conducts AHERA inspections and re-inspections/surveys, including bulk sample collection.
 10. Conducts, monitors, and assesses the presence/condition of asbestos, lead, and mold during AHERA periodic surveillances along with facility re-inspections.
 11. Responds promptly and properly to asbestos-, lead-, and mold-related incidents to minimize impact on building occupants' safety.
 12. Maintains daily project log.
 13. Conducts on-site inspections and air clearance sampling, as required.
 14. Assists Clark County School District (CCSD) departments in maintaining accurate as-built drawings and records.
 15. Prepares/maintains records for compliance with local, state, and federal regulations.
 16. Performs pre-abatement investigations for outside contractors and CCSD.
 17. Ensures regulatory compliance reviews/inspections are conducted in each phase of design and construction.
 18. Monitors, recognizes, and reports hazardous/unsafe work practices.
 19. Prepares material estimates, forecasts, and requisitions for outside contractors on specific projects.
 20. Wears personal protective equipment including respiratory protection.
 21. Serves as on-site project monitor for in-house/contracted abatement and renovation projects to ensure compliance with plans, specifications, and regulatory agencies.
 22. Coordinates, supervises, and directs contractor crews to ensure safe, monitored school site access for the duration of contracts.
 23. Conforms to safety standards, as prescribed.
 24. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves estimating, planning, and scheduling of asbestos abatement projects at all sites in support of retrofit, remodeling, and maintenance programs to ensure compliance with AHERA and Environmental Protection Agency (EPA).

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of AHERA, building codes, and state/local ordinances.
 2. Knowledge of 29 and 40 Codes of Federal Regulations (CFR), and National Emissions Standards for Hazardous Air Pollutants (NESHAP) to ensure compliance and proper documentation.
 3. Knowledge of the EPA's lead-based paint renovation, repair, and painting program (RRP) and special provisions applicable to schools.
 4. Knowledge of building construction and materials.
 5. Ability to maintain current accreditation as an inspector and supervisor/contractor.
 6. Ability to use business software packages (Microsoft Office, Adobe Acrobat, email, etc.).
 7. Ability to read, interpret, and check plans/specifications.
 8. Ability to meet deadlines.
 9. Ability to interpret written and verbal instructions.
 10. Ability to plan, organize, and properly document all work, as directed.
 11. Ability to wear respiratory protection, protective clothing, and work in hot environments.
 12. Ability to work flexible hours/shifts; able to respond to emergencies, as needed.
 13. Ability to work in confined areas (tunnels, crawl spaces, etc.).
 14. Ability to withstand heights and perform work safely.
 15. Ability to work cooperatively with employees, contractors, vendors, and the public.
 16. Ability to recognize and report hazards and apply safe work methods.
 17. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (General Education Development (GED), foreign equivalency, etc.).
2. Two (2) years' experience in asbestos abatement, and three (3) years' experience in a trade/profession directly associated with building construction; or,

An Associate degree in building/construction technology, engineering, or management, and a combination of three (3) years' experience as described above.

3. Must pass an Occupational Safety and Health Administration (OSHA) physical examination for asbestos work and use of respiratory protection equipment prior to employment.

Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. A license must be maintained for the duration of the assignment.
2. Current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.
4. Current AHERA accreditation certificate as a building inspector or supervisor/contractor. Certification must be maintained for duration of assignment.
5. EPA - RRP license or EPA - Lead Risk Assessor license. If license is not in possession at time of application or qualified selection pool (QSP) request, it must be obtained within six (6) months of hire into position.

Preferred Qualifications

Current Nevada Division of Enforcement for Industrial Safety and Health (DEISH) consultant license for inspector and project monitor.

Document(s) Required at Time of Application

1. High school transcripts or other equivalent (GED, foreign equivalency, etc.).
2. College transcript(s) from an accredited college or university, if applicable.
3. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
4. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV.
5. Safe Driving record.
6. Copy of current OSHA asbestos physical examination.

7. Current AHERA accreditation certificate as a building inspector or asbestos supervisor/contractor.
 8. EPA - RRP license or EPA - Lead Risk Assessor license, if applicable.
 9. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD facilities – offices, construction sites, existing buildings under renovation, mechanical rooms, etc. abating asbestos containing materials (ACM) on piping, pressure vessels, ducts, structural steel, and other building components.

Work Environment

Strength

Medium – exert force of 25-50 lbs., occasionally; 10-25 lbs., frequently; up to 10 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, climbing, crouching, reaching, handling, and repetitive fine motor activities. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near/far acuity and color vision. Vision to read printed and online materials, Video Display Terminal (VDT) screens, or other monitoring devices.

Environmental Conditions

Exposure to extreme heat, humid conditions, and wet environments with limited air circulation, while wearing respirator and protective clothing. Exposure to noise, fumes, chemicals, spray glue, and encapsulating agents/compounds. The work environment is fast-paced.

Hazards

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

Hand/power tools, floor scraper, high efficiency particulate air (HEPA) vacuum, negative air machine, glove bags, respirators and protective clothing, ladders, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 03/27/24
- Created: 03/16/15