

**CLARK COUNTY**

Department of Human Resources
500 S. Grand Central Pkwy, 3rd Floor,
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Las Vegas, NV 89155-1791

<http://www.clarkcountynv.gov>

**INVITES APPLICATIONS FOR THE POSITION OF:
SENIOR AIR QUALITY MONITORING TECHNICIAN**

Department Name: Air Quality
Exam Number: 15877

SALARY

\$56,576.00 - \$87,776.00 Annually

OPENING DATE: 11/13/18

CLOSING DATE: 12/14/18 05:01 PM

ABOUT THE POSITION:

The Clark County Air Quality Department located in Las Vegas, Nevada, is seeking qualified applicants for Senior Air Quality Monitoring Technician. The position performs a variety of advanced and highly specialized monitoring activity in air quality management and pollution control for Clark County. Performs advanced level research and analysis, participates in complex studies and projects, and provides information regarding pollution control compliance methods and devices. Provides lead direction and training to Air Quality staff. Promotes a positive image of Air Quality to the general public.

This examination will establish an Open Competitive and Promotional list to fill current and/or future vacancies that may occur within the next six (6) months or may be extended as needed by the Office of Human Resources.

MINIMUM REQUIREMENTS

Education and Experience: Equivalent to a Bachelor's Degree from an accredited college or university with major course work in chemistry, physics, mathematics, electronics or a related field AND three (3) years of full-time experience comparable to that of an Air Quality Monitoring Technician.

Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

Working Conditions: Work out of doors in various weather conditions, dust and noise. May attend meetings outside of normal working hours.

Licensing and Certification: Possess a valid Nevada Class C Driver's License at time of appointment.

Background Investigation: Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be

conducted.

Medical Examination: Employment is contingent upon the results of a physical examination performed by our examining physician.

Pre-Employment Drug Testing: Employment is contingent upon the results of a pre-employment drug screening.

EXAMPLES OF DUTIES

Performs highly responsible and specialized senior level professional and/or technical activities related to one or more major departmental operations within the Department of Air Quality Management. Provides assistance in the development of goals and objectives for the division and/or department. May be assigned to a specific operational unit within the department, but performs special projects and assignments which may be varied in nature and cross over several divisions/units; coordinates activities with other units. Performs initial and random site inspections to ensure proper functioning of air pollution control equipment. Calibrates complex air monitoring instruments in the field; performs maintenance of complex monitoring equipment. Performs on-site diagnosis of electronic equipment and directs the repair of, or repairs, malfunctioning monitoring equipment. Performs other highly specialized technical functions to assure the proper functioning of equipment. Directs and/or installs and maintains monitoring station shelter with environmental controls; records all maintenance and quality assurance procedures. Performs and documents calculations on certification transfer standards; compute data and product printouts, regression analysis, calibration graphs, pollution level graphs and other computer generated information. Refines air quality data and updates public information telephone services. Provides training and lead direction to AQ Monitoring Technicians. Establishes priorities, assigns and reviews work, provides input into performance appraisal process, makes recommendations regarding personnel actions. Makes oral and graphic presentations or prepares materials for presentation. Arranges meetings with related organizations for statewide project coordination. Assists the public with federal and local regulation compliance; reviews and explains air pollution control requirements and regulations. Maintains accurate computer files and records of departmental activities, inspections, maintenance and repair; produces reports on assigned activities. Drives a county or personal vehicle to various locations throughout the county in order to conduct on-site inspections and equipment maintenance/repair and to attend meetings.

OTHER JOB DUTIES AND RESPONSIBILITIES:

Promotes the public image of the Air Quality Department through professional interactions with large organizations, small businesses, and individuals. Assists in the planning and development of departmental and/or divisional internal policies and procedures. Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team. Uses standard office equipment including a computer, in the course of the work. Attends meetings and other departmental functions. Performs special assignments and projects. May be assigned to perform other air quality functions as necessity dictates and/or to train in other air quality specialties.

PHYSICAL DEMANDS

Mobility to work in a typical office and outdoor setting, use standard office equipment and to drive a motor vehicle in order to visit various job sites; strength and stamina to conduct various investigations at commercial and residential sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. May involve significant walking, climbing, stooping, light lifting and performing functions in confined areas. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

An Equal Opportunity Employer

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SENIOR AIR QUALITY MONITORING TECHNICIAN Supplemental Questionnaire

- * 1. Which best describes your level of education?
- Some High School
 - High School Diploma or GED
 - Associate's Degree
 - Bachelor's Degree
 - Master's Degree or Higher
- * 2. Please indicate the number of college semester credits you have successfully completed.
- None
 - 60-89 semester credits
 - 90-119 semester credits
 - 120+ semester credits
- * 3. Please indicate the major course work completed in an accredited college or university.
- Chemistry
 - Physics
 - Mathematics
 - Engineering
 - Electronics
 - Other Related Major Course Work
 - N/A
- * 4. If you indicated "Other Related Major Course Work" in Question 3, please list the field of your major course work or degree major. If this does not apply, type N/A.
- * 5. Please indicate your professional experience comparable to that of an Air Quality Monitoring Technician.
- No experience
 - Less than 1 year
 - 2 to 3 years
 - 4 to 5 years
 - 6 to 7 years
 - More than 7 years
- * 6. Please indicate if you have a valid Driver's License to operate a motor vehicle.
- Yes No
- * 7. **I understand that:**
- A) My answers to these supplemental questions will be reviewed and scored by subject matter experts;**
 - B) Examination scores may be used to select candidates for interviews;**
 - C) The education and experience cited in my answers to these supplemental questions must be clearly documented in the "Education" and "Work Experience" sections of the application;**
 - D) I must complete these supplemental questions, in my own words, in order for my application to be evaluated;**
 - E) "See Resume" is not a substitute for any of the required information, and in**

fact my resume will not be used to evaluate my application or supplemental assessment;

F) Language copied word-for-word from a job description or job posting will not be evaluated;

G) I may be called upon to demonstrate my expertise, in a work situation, as part of the selection process.

I have read and understand the above information regarding completion of the following supplemental questions.

- * 8. Describe your experience with air monitoring site configuration. Include information on internal and external configuration, site and shelter design, installation, verifying proper instrument and site operations, and fixing problems related to monitoring site configurations. (Maximum 10 Points)
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.
Employer Name:
Job Title:
Hours Worked Per Week:
Dates of Employment:
Supplemental Question Answer:

- * 9. Describe your experience auditing complex air monitoring mechanical equipment, flow equipment, and related processes. Include your experience with industry-specific electronic instrumentation, such as gas analyzers, particulate monitors, meteorological sensors, data loggers, calibrators, measurement instruments, and electronic test equipment. (Maximum 10 Points)
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.
Employer Name:
Job Title:
Hours Worked Per Week:
Dates of Employment:
Supplemental Question Answer:

- * 10. Describe your experience with databases, electronic spreadsheets, specialized computer applications, data acquisition systems, and the generation of scientific and technical data. Give specific details related to oversight, auditing, and project/program management of these data systems. (Maximum 10 Points)
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.
Employer Name:
Job Title:
Hours Worked Per Week:
Dates of Employment:
Supplemental Question Answer:

- * 11. Describe any air monitoring quality leadership experience you have. (Maximum 10 Points)
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.
Employer Name:
Job Title:

Hours Worked Per Week:
Dates of Employment:
Supplemental Question Answer:

- * 12. Describe your experience in implementing a quality management system. Include development and implementation of documentation and processes. (Maximum 10 Points)
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.
Employer Name:
Job Title:
Hours Worked Per Week:
Dates of Employment:
Supplemental Question Answer:

* Required Question