



# ENVIRONMENTAL PERMITTING SPECIALIST



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Port Corpus Christi (PCCA) is currently seeking an energetic individual to assist with the long term strategic mission of the PCCA relative to environmental compliance. The qualified individual will join a team of professionals dedicated to leading and managing PCCA's environmental initiatives.

## » ENVIRONMENTAL PERMITTING SPECIALIST:

- » Assists with permitting and planning development in the PCCA area, including all aspects of federal and state construction and operating permits and project authorizations
- » Conducts routine field inspections of PCCA facilities, properties and project sites as necessary for ensuring compliance with permit conditions and reviews and maintains appropriate documentation of such inspections
- » Conducts appropriate research regarding federal, state, and local environmental agency requirements that involve the development of new facilities and property to determine applicability and permitting requirements
- » Prepares and submits appropriate environmental documents, plans, and permit applications, as required, for proposed development including, but not limited to, Army Corp of Engineers permits, Texas Commission on Environmental Quality air, storm water, and water quality permits, Texas State Historical Commission applications, and National Environmental Policy Act coordination
- » Coordinates agency approvals on permit applications and assists with public notice requirements when applicable
- » Prepares technical requirements and scopes of work for consultants; prepares, implements and manages professional service agreements and task orders with consultants
- » Coordinates with PCCA staff and consultants during design of capital construction projects to ensure incorporation of conditions from permit authorizations and environmental impact assessments
- » Assists with organization and maintenance of the PCCA's environmental files, records and reports and with GIS
- » Serves as a project manager on minor and major projects and reports to other staff and to commissioners as appropriate and necessary for project approval and implementation
- » Promotes PCCA Interests during spill response efforts ensuring spills on PCCA property are adequately cleaned and obtains appropriate documentation of such efforts. This includes after hours spill response on a rotating basis
- » Attends and participates, as a representative of the PCCA, in various coastal resource management meetings whether local, state or federal
- » Follows PCCA security, environmental and safety requirements and procedures
- » Drives PCCA vehicles to complete assigned tasks courteously and safely; follows applicable procedures for vehicle use; works required hours to fulfill position objectives
- » Adheres to all PCCA policies, promotes and adheres to the SEAPORT values, maintains good employee relations and encourages and fosters a helpful environment where teamwork prevails. Assists senior management and office staff where appropriate.
- » Functions in pre or post-disaster preparedness as a Tier 2 employee



## CANDIDATE PROFILE

The preferred candidate for this position should be a results-oriented professional with a demonstrated track record in environmental permitting. They must possess the following:

### » ESSENTIAL SKILLS:

#### EDUCATION & CREDENTIALS

- » Bachelor's Degree in Environmental, petroleum, or chemical engineering or physical or biological science or related field with emphasis on environmental studies
- » Ability to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment
- » Good driving record with valid driver's license

#### EXPERIENCE & JOB KNOWLEDGE

- » Minimum of seven years of experience in positions requiring proficiency with the analysis and application of environmental regulations including permitting
- » Experience exercising good judgement, diplomacy and tact when completing assignments and dealing with people
- » A working knowledge of AutoCAD, Microsoft Access, Microsoft Word, Microsoft Excel, GIS application and common regional databases
- » Experience in writing and preparing reports; proficiency in word processing, data research, spreadsheets and database programs; or acceptable experience

#### TECHNICAL SKILLS

- » Skilled in the application of environmental and technical concepts
- » Proven organizational and planning skills; ability to set priorities, take initiative and exercise sound independent judgment
- » Ability to work well within a fast-paced environment, tight deadlines, and a multitude of projects and changing priorities

- » Ability to define issues, perform research, evaluate alternatives and develop sound, independent conclusions and recommendations
- » Effective interpersonal, collaboration, and problem-solving skills
- » Professional, dynamic, energetic, positive outlook with "can-do" attitude, self-starter with ability to maintain confidentiality, tact, diplomacy
- » Ability to effectively speak with PCCA staff, stakeholders and public
- » Ability to prepare clear, concise reports, notes, correspondence and other written materials and to review, revise and edit materials
- » Proficiency in MS Office, including Word and Excel, Outlook and other related applications
- » Ability to operate standard office equipment and drive a lightweight highway vehicle to meetings and work-related events. A valid driver's license required
- » Ability to understand, interpret and apply PCCA policies, SEAPORT values, state/federal laws

#### ESSENTIAL PHYSICAL JOB FUNCTIONS

- » Ability to perform essential job functions, including but not limited to frequent standing, walking, sitting, speaking or hearing, typing and occasional reaching, stooping, kneeling, lifting and/or moving up to 20 pounds with or without reasonable accommodation
- » Ability to work in a general office environment, with some exposure to the elements when visiting worksites
- » Ability to operate light-weight highway vehicles and standard office equipment and to work the requisite hours to fulfill position objectives, including evenings and/or weekends, as needed



## » COMPENSATION & BENEFITS:

Our employees enjoy a fabulous benefits package including:

- » Competitive salary paid bi-weekly
- » Texas County & District Retirement System (TCDRS) retirement plan
- » 457 deferred compensation plans
- » Flexible Spending Account
- » Low-cost, high quality benefit package, health, dental & vision plan with on-site wellness program
- » Paid leave (vacation/sick/bereavement)
- » Eleven paid holidays
- » Volunteer Time Off
- » Health club benefit
- » Tuition reimbursement
- » Passes to local venues, such as the Texas State Aquarium and the USS Lexington Museum

Salary commensurate with experience.

## APPLICATION PROCESS

Interested and qualified candidates may apply online at [www.portofcc.com](http://www.portofcc.com) or by contacting Workforce Solutions of the Coastal Bend at (361) 882-7491. Applications and resumes must be submitted to the PCCA Human Resources Department on or before **October 22, 2018 4pm CST**.

PCCA leadership will review submittals and only the most qualified candidates will be invited for a meeting to further discuss the Environmental Permitting Specialist position. The successful candidate will undergo a background investigation and must be ELIGIBLE TO OBTAIN a Transportation Worker Identification Card (TWIC) in accordance with 33CFR101.514.

*PCCA is an Equal Opportunity Employer*



## ABOUT PORT CORPUS CHRISTI

It is the mission of Port Corpus Christi to leverage commerce to drive prosperity. The Port’s vision is “to be the energy Port of the Americas.” It has already achieved that status as the 4th largest Port in the United States in total tonnage.

### WHO WE ARE

- » > 100 million revenue tons in 2017 (4th in nation)
- » > 85,000 Port related jobs with 200 + Employees
- » > \$335 Million State and Local Tax Revenue
- » Over 25,000 acres under management
- » Public Corporation and Texas Political Subdivision
- » 10-Year \$1 Billion Capital Investment Project

### IN THE LAST DECADE

- » Significant Diversification of Cargo & Customers
- » Operating Revenues of Nearly \$100 Million
- » Total Assets in Excess of \$700 Million
- » Capital Expenditures in Port Infrastructure exceed \$100 Million annually
- » Environmental Investments > \$25 Million

- » PCCA facilitates goods movement all over the world; from petrochemical to agriculture; from wind components to hot briquette iron.

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- » PCCA is a recognized leader in environmental initiatives and stewardship.

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- » PCCA's Engineering Services Department is responsible for execution on over \$700 million in capital projects over the next decade.

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- » PCCA is protected by a state-of-the-art security department, with a fully sworn police force

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- » PCCA operations are guided by an Environmental Management System, ISO 14001, providing environmental awareness and protection of assets.

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- » PCCA is governed by a seven-member board with appointees from the City of Corpus Christi, Nueces County and San Patricio County.



### THE CORPUS CHRISTI REGION

Corpus Christi is a coastal city in South Texas with a temperate climate and friendly people. The region features miles of shoreline and abundant outdoor recreational opportunities, numerous festivals, entertainment venues and culinary options. A strong local workforce is bolstered by exceptional higher education opportunities at Texas A&M University Corpus Christi and through the Del Mar College System. With a metropolitan area of nearly half a million people, the city is packed with modern amenities and traditional comfort.

