

Los Angeles Unified School District
Recruitment No.: CM-SAPM-0424-15
Construction Program– Request for Qualified Resumes

Date: April 19, 2024

1. **Position Title** Site Assessment Project Manager
2. **Start Date** ASAP
3. **Recruitment Sponsor** Office of Environment & Health & Safety (OEHS)
4. **Submission due date and time:** **May 06, 2024**

5. Duties:

- 5.1 Reviews and coordinates work conducted by environmental site assessment Master Services Agreement (MSA) contractors in the areas of:
 - Phase I Environmental Site Assessment
 - Soils Disposition Evaluation (Compliance with Specification 01 4524)
 - Soils Evaluations (applicability of SCAQMD) Rule 1466)
 - Health/Safety Risk Assessment
 - Preliminary Environmental Assessment
 - Remedial Investigation / Feasibility Study
 - Public Participation Plan
 - Preparation and implementation of Removal Action Workplans / Remedial Action Plans
 - Poly chlorinated biphenyl survey and mitigation
- 5.2 Assists in contract development and oversight of remediation contractors
- 5.3 Establishes and maintains project budgets, including contract management, and schedules pertaining to environmental investigations and remediation efforts
- 5.4 Provides technical advice to Office of Environmental Health & Safety (OEHS) Management in terms of oversight of environmental site assessment contractors as well as contractor budget and schedule control
- 5.5 Prepares and coordinates the environmental review process for individual projects with the Facilities Services Division (“Facilities”) requirements for:
 - Project scheduling
 - Budgeting
 - School design and construction
 - Emergency response
 - Waste disposal
 - Demolition

6. Minimum Requirements

Required Experience:

- 6.1 Seven (7) years full time paid experience in management of environmental investigations and remediation conducted under the direction of the Department of Toxic Substances Control (DTSC) or comparable regulatory agency
- 6.2 Site investigation and remedial strategies; federal, state and local environmental regulations; DTSC, Regional Water Quality Control Board (RWQCB) and South Coast Air Quality Management District (SCAQMD) protocols

Required Education:

- 6.3 Graduation from a recognized college or university with a bachelor's degree, preferably in Geology, Engineering or related field

Preferred Qualification:

- 6.4 California Professional Registration (Certified Hydrogeologist, Professional Engineer, Professional Geologist) preferred

7. Submission Instructions

- 7.1 At a minimum, the candidate's professional resume must include the following:
- List of all Educational Achievements
 - List of all Professional Licenses or Certificates
 - List of Awards Received
 - Detailed Employment History with each company or government agency including
 - ❖ Name & Contact Information of the firm or agency,
 - ❖ Start Date and End Date (Month & Year)
 - ❖ Positions Held
 - ❖ List of Projects/Programs Managed including project value, location of assignment, roles and responsibilities and contribution to each project
- 7.2 Note: **This position description may be revised as necessary.**