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# Example of Environmental Project Manager Job Description

Our innovative and growing company is looking to fill the role of environmental project manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for environmental project manager

* Manages and oversees small to midsize, technically complex projects involving environmental site investigation, interpretation/understanding of environmental regulations, remediation system design, construction, Operation, and maintenance
* Documents all aspects of the response action and compiles site data required to characterize the nature and extent of contamination, the hydrology and geological stratigraphy, and the environmental receptors that may be affected
* Prepare technical work plans, proposals, including cost estimates and work scopes and schedules
* Manages field crews and subcontractors
* Manages budgets to ensure project profitability
* Works closely with the Director of Health and Safety and VP of Site Services in resolving issues in an appropriate and timely manner
* Manage projects involving site investigation and remediation of soil, groundwater, sediments, and free-phase product for clients with complex technical/regulatory issues in the chemical and other manufacturing sectors
* Oversee and participate in development of airport noise analyses and documentation thereof
* Attend meetings with clients and responsible agencies, presentation of analysis methods and results
* Participation as a subject matter expert in public involvement activities including presentations at public workshops and public hearings

## Qualifications for environmental project manager

* Has participated on and/or lead teams of professionals who have had the responsibility to prepare Remedial Investigations, Feasibility Studies, Risk Assessment, Treatability Studies, Proposed Plans, and Records of Decisions, in support of Federal environmental projects
* Bachelor's degree in Environmental Science, Geological Sciences or related field
* 10+ years of environmental project management work experience
* Ability to mentor and coach staff and field personnel
* Ability to successfully manage multiple projects and project teams simultaneously
* Proficient in project management with proven ability to meet business goals