



# Example of Environmental Services Job Description

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Our company is hiring for an environmental services. 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 services

- Complete all assigned duties within time guidelines established by Environmental Services Department
- Conducting desktop research, impact analyses, and reporting primarily in support of CEQA/NEPA documentation and environmental permitting
- Supporting planning, permitting, and impact analysis tasks
- Support environmental regulatory compliance processes, through guided tasks, including CEQA/NEPA document preparation and permit application development, with adherence to deadlines and budget
- Work among a multi-disciplinary team to conduct environmental impact analyses and develop environmental compliance documents
- Support the permit application process with various federal and local agencies
- Assist with preparation of various constraints analyses, environmental plans, and strategies required for construction and planning projects
- Conduct basic GIS analysis and research with a general concept of cartographic design
- Perform duties as a supervisor by overseeing staff
- Assist with development of monthly work schedule, ordering of supplies, and biohazard collection and disposal

## Qualifications for environmental services

- Daily cleaning of residents rooms, bathrooms, hallways, utility rooms, entry

- Washing of cubicle drapes/window drapes
- Floor scrubbing with floor scrubber
- Handwashing
- Care of cleaning housekeeping cart/stocking
- Room changes