



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Bay Area Air Quality Management District

Air Quality Specialist I/II (Monitoring & Technology)

SALARY	\$47.57 - \$63.75 Hourly \$3,805.72 - \$5,100.03 Biweekly \$8,245.73 - \$11,050.07 Monthly \$98,948.79 - \$132,600.85 Annually	LOCATION	District Field Offices, CA
JOB TYPE	Full Time	JOB NUMBER	SMP24-06/24 MM
DEPARTMENT	Meteorology and Measurement	OPENING DATE	07/01/2024
CLOSING DATE	7/19/2024 5:00 PM Pacific		

Description



4.5% Salary increase effective July 14, 2024.

Join an agency committed to creating a healthy breathing environment for every Bay Area resident while protecting and improving public health, air quality, and the global climate!

The Bay Area Air Quality Management District (Air District) is a regional government agency, committed to achieving clean air to protect the public's health and the environment. The Air District accomplishes this goal through regulation of industrial facilities and various outreach and incentive programs designed to encourage clean air choices. The Air District's jurisdiction encompasses all of seven counties - Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Napa, and portions of two others - southwestern Solano and southern Sonoma.

At the Air District, we take pride in our commitment to fostering a workplace that values diversity and promotes cultural awareness. We prioritize employee engagement by providing a collaborative and inclusive environment that encourages active participation and open dialogue. Additionally, we believe in pay equity and strive to create an equitable compensation structure. With a strong emphasis on work-life balance, we understand the importance of supporting our employees' well-being both inside and outside the workplace. Join us in a dynamic and inclusive culture where your contributions are celebrated and your growth is nurtured.

The Air District is currently accepting applications for the position of **Air Quality Specialist I/II (Monitoring & Technology)** in the Air Monitoring – Projects & Technology section of the Meteorology and Measurement Division. **This is an open recruitment for one (1) full-time, represented position. This is a field position based at air monitoring field sites.**

The Meteorology and Measurement Division supports the mission of the District by monitoring air quality in the San Francisco Bay Area and emissions from industrial facilities; forecasting regional and local air quality; and conducting and

supporting community organizations to do community-scale monitoring to guide actions to reduce emissions in the Bay Area and in neighborhoods most impacted by air pollution.

About the Position

Air Monitoring – Projects and Technology (AMPT) is a section in the Meteorology and Measurement Division. Our team performs local scale, community focused air monitoring, and coordinates quality assurance activities and data management across the Division. The team’s air monitoring platforms include vans designed for in-motion and transportable, short-term measurements of speciated VOCs, size resolved ultrafine particulate matter (PM), toxic metals, PM mass, black carbon, nitrogen oxides, carbon monoxide, methane, carbon dioxide, and others. The section investigates and develops tools, protocols, and procedures for testing and implementing air monitoring approaches to assess air quality at the local scale, particularly in disproportionately impacted communities.

Air Quality Specialist’s on our team perform monitoring operations, along with maintenance and quality control of platforms and instrumentation. Under guidance, the AQS may also assist with instrument set-up, development of standard operating procedures and other QA documentation, and work with and develop customized data tools.

View the full classification spec here: <https://www.governmentjobs.com/careers/baaqmd/classspecs/newprint/95222>

Examples of Duties for this Position

(Illustrative Only)

General Duties

Extracts, analyzes and ensures the quality of data including but not limited to devices/operations that emit air pollution, emissions, greenhouse gas, facilities, and meteorological data; prepares graphs, charts, statistical summaries, and reports from data; and may assist in more complex studies.

Develops plans and documentation for the measurement, quality control and quality assurance, and analysis of emissions and air quality data.

Maintains detailed technical records, standard operating procedures, and logbooks to comply with regulatory guidelines.

Maintains data and data systems supporting Air District programs.

Researches and studies air quality and climate issues.

Prepares and coordinates technical and safety program training for Air District staff; develops and coordinates training aids and materials; may conduct staff training; monitors training needs for staff.

Reviews and develops recommendations concerning air quality and greenhouse gas reports, programs, plans, legislation and regulations and prepares related reports and correspondence.

Develops new and revises existing various air quality programs, rules, regulations, policies, and procedures to achieve air pollutant and greenhouse gas emissions reductions, and reduce the public exposure to air pollutants; researches technical feasibility and new control proposals for new or revised rules.

Administers air quality programs including reviewing plans and recommending resolution of problem situations.

May calculate emissions reductions and assess emissions inventories, conduct economic impacts analyses, and perform other technical work.

Confers with industry representatives, Air District staff, the public and other agencies to obtain and disseminate technical and operational information.

Drafts, reviews and analyzes air quality and greenhouse gas reports and other documents; conducts inquiries, compiles and researches information.

Reviews and summarizes data, prepares special and periodic reports and monitors effectiveness of Air District programs.

Drafts, implements, recommends and revises forms, webpages, and other program tools.

Responds to oral and written requests for technical, operational and administrative information about air quality programs; explains and interprets technical policies, rules and regulations.

Interacts and represents the Air District with industry, attorneys, the public and other agencies.

Organizes and participates in workshops and meetings, and provide consultation and advice to individuals and businesses in matters related to area of expertise.

Prepares technical reports and policy documents and gives presentations on Air District projects, including Air District staff, executives, board members, and community groups and other external stakeholders; briefs executives and board members.

Administers the records management program.

Performs other related duties as assigned.

In addition to the duties listed above, the following duties (illustrative only) may be performed for positions in the select program areas:

Meteorology & Measurements

Conducts mobile, portable or stationary source-oriented monitoring. Prepares and collects various samples of ambient and source air pollutants at air monitoring and stationary sites.

Installs, operates, maintains, calibrates, and repairs ambient air monitoring, meteorological, or source test equipment and instrumentation. Evaluates instrument performance, troubleshoots malfunctioning equipment and replaces or repairs parts.

Operates field computers, computer hardware/software, databases, telecommunications, and data devices in stand-alone and networked data acquisition systems and troubleshoots these systems when errors or malfunctions occur.

Ensures that data systems meet the needs of the Air District in compliance with local, state, and federal regulations for the storage, processing, and transmittal of regulatory data.

Conducts quality assessment (quality assurance and/or quality control) functions on ambient air monitoring, ground level monitoring, and source-testing equipment and ensures accurate calibration in conformance with Air District, state and federal standards.

Evaluates instrument performance, troubleshoots malfunctioning equipment and replaces or repairs parts, components and assemblies.

Prepares, collects, and processes data, samples, reagents and filters.

Provides fabrication support for development and construction of monitoring platforms.

Reviews, evaluates, summarizes and records data collected electronically or manually from scientific/analytical instrumentation, and ensures accuracy, completeness, validity, and compliance with Air District, state, and federal standards.

Conducts instrument performance evaluations.

Minimum Qualifications

A typical way to obtain the knowledge and skills is:

Education

Equivalent to a Bachelor's degree from a four-year college or university with major coursework in chemistry, computer science, electronics, engineering, environmental science, mathematics, meteorology, physical sciences, physics, or a closely related field.

AND

Experience:

Air Quality Specialist I: Two (2) years of experience performing duties equivalent to the Air District's Assistant Air Quality Specialist II, including performing air quality inspections; installing, operating and maintaining air monitoring and quality assessment instruments and equipment; or developing and administering air quality programs.

Air Quality Specialist II: Four (4) years of experience performing air quality inspections; installing, operating and maintaining air monitoring and quality assessment instruments and equipment, or developing and administering air quality programs, of which at least two (2) years included performing work equivalent to the Air District's Air Quality Specialist I.

Substitution: Any combination of relevant training and work experience in the listed or related fields may substitute for the education criteria on a year for year basis.

Desirable Qualifications

- Direct experience with such technologies as semi-real-time gas chromatography (GC), x-ray fluorescence spectroscopy, and/or proton transfer reaction mass spectrometry (PTR-MS) is highly desirable.
- Experience with R and other programming languages is highly desirable.
- Experience troubleshooting and working with meteorological and ambient air monitoring data is desirable.
- Experience working with mobile data is desirable.
- Knowledge of environmental justice principles is desirable.

Other Requirements

Some positions may require a valid California driver's license.

Some positions may require a California Air Resources Board Visible Emissions Evaluation Certification obtained within 6 months of employment.

Some positions may require the physical ability to work near and in the presence of hazardous and toxic materials, climb high structures to evaluate processes in operation, lift heavy safety and test equipment, and to use self-contained breathing apparatus.

How to Apply & Selection Criteria

Interested individuals must submit a completed Air District application, along with a chronological resume and the answers to the Supplemental Questionnaire **no later than 5 p.m. on Friday, July 19, 2024**. Applications are accepted online; please visit our website at www.baaqmd.gov/jobs to apply.

Resumes must be attached to the application and will not be accepted in lieu of the required application materials. Postmarks, faxes, and e-mailed applications will not be accepted.

Supplemental Questions Instructions

Individuals who apply for this position must respond to each of the required supplemental questions. Applications must be received by the Human Resources Office no later than the time and date specified in this vacancy announcement. The responses to the supplemental application questions will be used in accordance with the procedures indicated under the Selection Criteria section.

You must provide the following for each question regarding experience: The name of the employer where you gained your experience, your job title, length of time in years/months performing the specific function, and detailed examples that illustrate your duties and responsibilities.

Please limit your responses to no more than one page (500 words) per question. Do not combine your responses or reference your application, resume, or any other requested documentation that you have included with your application packet to answer a question. This information will be evaluated as is and may be used to determine those applicants with the most directly related experience, education, and training to continue in the selection process. It is very important to provide a concise, clear, legible, complete response to each question.

Selection Criteria

Selection may be based upon a competitive examination consisting of a written exercise, interview, or combination of the two. Depending on the number of qualified applicants, an application screening and/or panel interview may be used to determine the most qualified applicants.

The District may hire from this recruitment process to fill future vacancies occurring within the next 18 months.

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980.

The District is an Equal Opportunity Employer.

How to apply for a job at Air District



Agency

Bay Area Air Quality Management District

Address

375 Beale Street Suite 600

San Francisco, California, 94105

Phone

415-749-4980

Website

<http://www.baaqmd.gov>

Air Quality Specialist I/II (Monitoring & Technology) Supplemental Questionnaire

***QUESTION 1**

Describe your experience installing, operating, and maintaining scientific instrumentation. Specify the type of equipment and the exact tasks you performed. Include where you gained this experience, your title(s), and the duration of the experience. Also, provide examples that show your process of troubleshooting issues with instrumentation.

***QUESTION 2**

Why do you want to work in local scale, community focused air monitoring at the Air District?

***QUESTION 3**

Describe your experience working with data and communications systems for collection, storage, and retrieval of scientific data. Include any experience you have working with R or other programming or scripting languages, projects you've used them on, and the duration of that experience.

* Required Question