Vacant Position Listing

Please click on the Job Title – Location to learn more about the advertised vacant position.

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Georgia County & Major City Map

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**Applicant Information**

- Vacancies are open to all qualified applicants. Applicants will be screened for the minimum qualifications listed for each job vacancy. Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the listed preferred qualifications, when applicable.
- Employees will be given the opportunity to compete within their division or within central office to transfer to or voluntary demote to a vacant position prior to consideration of applicants from outside of the agency.
- Applications are accepted for annoucned jobs only.
- To apply for an announced job vacancy, applicants must submit a Department of Natural Resources (DNR) Application for Employment to the individual address listed with each job posting. It is important that applications be sent directly to the contact person and/or locations listed. Applications sent to another location may not be forwarded and may result in applications not being considered.
- Applicants must submit one application for each position being applied for.
- A .pdf version and a Word version of the DNR Application for Employment can be found by visiting the Careers page of the DNR website at [https://gadnr.org/careers](https://gadnr.org/careers).
- If submitting a résumé, please attach the résumé with a completed DNR Application for Employment.
- Please be sure to include the following information on your application; Job Title and Position Number.
- If the minimum qualifications for a job require a college education and you have obtained a degree from a college or university outside the USA, you are required to submit an International Education Evaluation Letter showing your degree is equivalent to one obtained at a college or university in the USA. International Educational Evaluations are accepted from the National Association of Credential Evaluation Services ([www.naces.org/members.htm](http://www.naces.org/members.htm)) or the Association of International Credentials Evaluators ([www.aice-eval.org](http://www.aice-eval.org)).
- Your application must be postmarked no later than the application deadline date noted on the specific job posting. Please note that deadlines will differ by job postings.
- Any offer of full time and part time employment by DNR is conditional upon a background check that is appropriate for the job functions and business necessity. If related criminal records are revealed in the process, the applicant will not be automatically disqualified.
- Information found on publicly posted social media accounts may be examined.
- Current State of Georgia employees transferring to a DNR position, on the same pay grade, will transfer at their existing pay. Current State of Georgia employees transferring to a DNR position, on a higher pay grade, will typically receive a 5% promotion, or go to the job minimum, whichever is greater. Current State of Georgia employees transferring to a DNR position, on a lower pay grade, will typically receive a demotion with a loss in pay.
- **All positions listed in this announcement are in the Unclassified Service and will be filled as unclassified positions.**
- All qualified applicants will be considered. Hiring locations will contact applicants regarding interviews but due to the volume of applications received not all applicants will be contacted or receive an interview.
- If you need this Vacancy Announcement in an alternate format, please contact the DNR Office of Human Resources at 404.656.7560.
- DNR is a registered participant in the federal work authorization program commonly known as E-Verify. DNR uses this program to verify employment eligibility of individuals hired on or after July 1, 2007. DNR’s E-Verify ID # is 45119, Authorized July 1, 2007.
- The Georgia Department of Natural Resources is an Equal Opportunity Employer.

Additional information on the Georgia Department of Natural Resources Operating Divisions can be located by visiting the below website addresses:

- Coastal Resources Division [www.CoastalGADNR.org](http://www.CoastalGADNR.org)
- Environmental Protection Division [www.GeorgiaEPD.org](http://www.GeorgiaEPD.org)
- Law Enforcement Division [www.GADNRLLE.org](http://www.GADNRLLE.org)
- Parks and Historic Resources Division [www.GAStateParks.org](http://www.GAStateParks.org)

**NOTE:** Information in this Vacancy Announcement is subject to change.

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Central Office Vacancy

Manager 2, Facilities Maintenance/Construction – White County

This position is open to current DNR Employees ONLY

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Engineering &amp; Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Administration</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00099465</td>
</tr>
</tbody>
</table>

JOB DESCRIPTION
Compiles and maintains cost estimates records and bid tabulation files. Conducts field reviews to inspect and assure compliance to maintenance and construction policies, procedures and standards. Conducts technical analyses and studies to determine infrastructures, facility and physical plant needs. Coordinates, plans and directs maintenance and construction projects. Ensures that construction projects are completed within established guidelines. Interprets and reviews blueprints and drawings. Manages maintenance, construction, renovations and repair activities. Prepares specifications for new or renovated structures. Supervises and plans work of assigned project managers.

MINIMUM QUALIFICATIONS
Bachelor’s degree in engineering, business or a closely related field from an accredited college or university AND
Four years of experience in construction and/or maintenance, Two years of which as a supervisor or manager. OR
Associate's/Vocational/Technical degree from an accredited college or university AND
Six years of experience in maintenance and/or general building construction, Two years of which as a supervisor/manager. OR
High school diploma or GED AND
Eight years of experience in maintenance and/or general building construction, Two years of which as a supervisor. OR
Two years of experience at the lower-level Manager, Facilities Maintenance/Construction (FEP030) or position equivalent.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
• Ability to perform maintenance, construction and renovation activities
• Knowledge of maintenance, construction and renovation activities
• Ability to assign and delegate assignments
• Ability to schedule maintenance projects

(CONTINUED ON PAGE 5)

Return to the Vacant Position Listing
Manager 2, Facilities Maintenance/Construction Continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Jennifer Gadson
2 MLK Jr. Drive, SE
Suite 1258, East Tower
Atlanta, GA 30334
Jennifer.Gadson@dnr.ga.gov

The Deadline date to apply for this position is 6/30/21
Coastal Resources Division Vacancy

Marine Biologist 1 – Glynn County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>CRD Headquarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Coastal Resources Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00099605</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>NRP040</td>
</tr>
<tr>
<td>PAYGRADE</td>
<td>J</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$39,038.32</td>
</tr>
</tbody>
</table>

JOB DESCRIPTION
Under direct supervision, the incumbent will research, review and analyze tidal wetland policies, practices, procedures, and laws to determine environmental and/or economic impacts in coastal Georgia. The incumbent will evaluate and summarize scientific research and its management implications for coastal Georgia habitats and coordinate and facilitate meetings with partners to implement successful resiliency projects and communicate results to the public through report writing, presentations, successful meetings, website maintenance and other means. The incumbent will also assist in field work to evaluate wetland and shoreline habitats.

MINIMUM QUALIFICATIONS
Bachelor’s degree in Biology or a related field from an accredited college or university.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- Experience working in coastal Georgia salt marshes or wetland environments
- Experience in oral and written communications, including technical report writing, grant writing, website design and maintenance and public speaking
- Knowledge of Georgia’s natural resources policies
- Experience in facilitating diverse groups on topics related to natural resources management
- Master’s degree in biology or related field.

Note: Please direct questions about the position to Jan Mackinnon at Jan.Mackinnon@dnr.ga.gov or (912) 264-7218.

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Coastal Resources Division
C/O Gale Kennedy
One Conservation Way, Suite 312
Brunswick, GA 31520-8687
CRD.CRDDNR@dnr.ga.gov (Please include the position title in the subject) or Fax: (912) 717-6613

The Deadline date to apply for this position is 6/23/21
Law Enforcement Division Vacancy

Licensing Technician 1 – Glynn County

**LOCATION**  Region VI – Brunswick LED  
**DIVISION**  Law Enforcement Division  
**POSITION #**  00185172  **JOB CODE**  RCT010  **PAYGRADE**  F  **ENTRY SALARY**  $24,322.01

**JOB DESCRIPTION**
Under direct supervision, perform a wide range of administrative duties for the agency. Duties may involve access to confidential information and financial accounts. May research, investigate, and resolve issues with recreational and commercial licenses. Compile and submit reports for internal and external customers. Assist staff with support roles for the agency. Provide technical assistance to customers in law and regulations, gather information from customers and provide assistance and problem resolution. Position will provide point of sales for recreational and commercial licenses. Compile reports for accounts pertaining to license sales.

**MINIMUM QUALIFICATIONS**
Associate’s degree in a related field from an accredited college or university.

**OR**
Two years of related experience.

**PREFERRED QUALIFICATIONS**
Preference may be given to applicants with experience in:
- Providing professional-level administrative support for senior-and mid-level managers
- Excellent organizational skills
- Excellent written and verbal communication skills
- Excellent customer service skills
- Proficiency with Microsoft Office applications, including Excel, Word and Outlook
- Preference may be given to DNR employees
- People Soft software applications
- ARI/VITAL

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
Attn: Jen Hammonds  
Law Enforcement Division  
2070 U.S. Highway 278, S.E.  
Social Circle, GA 30025  
Jen.hammonds@dnr.ga.gov

The Deadline date to apply for this position is 6/28/21
**State Parks & Historic Sites Division Vacancies**

*Parks Maintenance Technician 3 – Lincoln County*

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Elijah Clark State Park</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Parks and Historic Sites Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00098863</td>
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<td>JOB CODE</td>
<td>NRT032</td>
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<td>PAYGRADE</td>
<td>G</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$26,672.14</td>
</tr>
</tbody>
</table>

**JOB DESCRIPTION**

Under broad supervision, plans and/or implements the maintenance programs for parks, museums, recreation facilities, or golf courses. May assist in management of park facilities.

**Primary Duties & Responsibilities:**

- Performs job responsibilities with minimal supervision
- Serves as job expert or organization resource in assigned areas
- Supervises and plans work of assigned staff
- Assists in provision of park programs and recreation activities
- Assists with fertilization and application of herbicides and other necessary treatment programs
- Assists with landscaping, planting, and erosion control
- Collects fees, directs traffic as required
- Maintain inventory; keep related records in accordance with the applicable policies and procedures
- Makes recommendations and initiates repairs, maintenance, and/or renovations of structures, grounds, facilities, roads, and other physical features of area
- Performs various maintenance responsibilities of campsites, cabins, shelters, water systems and all park buildings
- Prepares and maintains a maintenance schedule
- Provides assistance to park/golf course guests as needed
- Repairs and maintains motorized and mechanical equipment and all other equipment as necessary

**MINIMUM QUALIFICATIONS**

Vocational/Technical degree in a related field from an accredited college

AND

One year of experience in a related area.

OR

High school diploma or GED

AND

Two years of experience in general building, park or golf course maintenance that involved general repairs, building maintenance and ground maintenance.

OR

One year of experience required at the lower-level Parks Maintenance Technician 2 (NRT031) or position equivalent.

(Continued on Page 9)
Parks Maintenance Technician 3 Continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Parks and Historic Sites Division
Attn: Denise White
1463 Knox Chapel Rd.
Social Circle, GA 30025
Parks4@dnr.ga.gov

The Deadline date to apply for this position is 6/23/21
**Parks Maintenance Technician 2 – Bryan County**

| LOCATION | Fort McAllister State Park |
| DIVISION | State Parks & Historic Sites Division |
| POSITION # | 00099055 |
| JOB CODE | NRT031 |
| PAYGRADE | F |
| ENTRY SALARY | $24,322.01 |

**JOB DESCRIPTION**
Under general supervision, plans, and/or implements the maintenance programs for parks, museums, recreation facilities. May assist in management of park facilities.

**Primary Duties & Responsibilities:**
- Supervises and plans work of assigned staff
- Assists in provision of park programs and recreation activities
- Assists with fertilization and application of herbicides and other necessary treatment programs
- Assists with landscaping, planting, and erosion control
- Collects fees, direct traffic as required
- Maintain inventory; keep related records in accordance with the applicable policies and procedures
- Makes recommendations and initiates repairs, maintenance, and/or renovations of structures, grounds, facilities, roads, and other physical features of area
- Performs various maintenance responsibilities of shelters, water systems and all park grounds and buildings
- Prepares and maintains a maintenance schedule
- Provides assistances to park guest as needed
- Repairs and maintains motorizes and mechanical equipment and all other equipment as necessary

**MINIMUM QUALIFICATIONS**
Vocational/Technical degree in a related field from an accredited college.

OR
High school diploma or GED

AND
One year of experience in general building, park or golf course maintenance that involved general repairs, building maintenance and ground maintenance.

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
State Parks & Historic Sites Division
Attn: Sandra Harris
1 Conservation Way
Brunswick, GA 31520
Parks2@dnr.ga.gov

The Deadline date to apply for this position is 6/23/21
**Administrative Support 3 – Dougherty County**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>*Region 5 Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>State Parks &amp; Historic Sites Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00098941</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>GSS082</td>
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<tr>
<td>PAYGRADE</td>
<td>E</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$22,077.93</td>
</tr>
</tbody>
</table>

*Former Region 3 Office*

**JOB DESCRIPTION**

Under broad supervision, performs a variety of general secretarial, clerical, and administrative support functions/processes or a few specialized or essential clerical functions in support of a unit or office and related personnel. May enter data and/or process documents and records. The work includes operating standard office equipment.

- Completes tasks and assignments associated with administrative support functions (ie, licensure, personnel, purchasing, records management, inventory, or similar function)
- Provides clerical support such as incidental typing, filing, ordering supplies, and sorting mail
- Provides clerical support within assigned functional area (ie processing/transactions, review of applications, scheduling training, scheduling facilities maintenance, reconciling financial records
- Provides general clerical support to an office, to include such tasks as data entry/maintenance, copying/distributing documents and materials, maintaining record keeping and filing systems, etc
- Provides secretarial and administrative support to an upper-level manager
- Uses independent judgment and initiative to perform administrative, clerical and secretarial duties in support of an individual employee or group of employees
- May serve as a lead worker
- May train subordinate staff in proper procedures of day-to-day operations
- Performs job responsibilities with minimal supervision

**MINIMUM QUALIFICATIONS**

High school diploma or GED

AND

Four years of progressively complex office or administrative experience.

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
State Parks and Historic Sites Division  
ATTN: Lisa Keener  
2024 Newton Rd.  
Albany, GA 31701  
Parks3@dnr.ga.gov

The Deadline date to apply for this position is 6/29/21

*Return to the Vacant Position Listing*
Administrative Support 1/2/3 – Murray County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Fort Mountain State Park</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>State Parks &amp; Historic Sites Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00098785</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>GSS080</td>
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<tr>
<td>PAYGRADE</td>
<td>C</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$20,904.00</td>
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<tr>
<td>GSS081</td>
<td>D</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$21,008.52</td>
</tr>
<tr>
<td>GSS082</td>
<td>E</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$22,077.93</td>
</tr>
</tbody>
</table>

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

JOB DESCRIPTION
Under broad supervision, performs a variety of general secretarial, clerical, and administrative support functions/processes or a few specialized or essential clerical functions in support of a unit or office and related personnel. May enter data and/or process documents and records. The work includes operating standard office equipment. Work is performed under the general supervision of a clerical or administrative supervisor.

MINIMUM QUALIFICATIONS

**GSS080- Administrative Support 1**
High school diploma or GED
AND
Ability to perform basic office functions and computer related duties.

**GSS081- Administrative Support 2**
High school diploma or GED
AND
Two years of general office or administrative experience.

**GSS082- Administrative Support 3**
High school diploma or GED
AND
Four years of progressively complex office or administrative experience.

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
State Parks and Historic Sites Division  
ATTN: Michelle Egan  
P.O. Box 1029  
Helen, GA 30545  
Parks1@dnr.ga.gov

The Deadline date to apply for this position is 6/23/21

[Return to the Vacant Position Listing]
Wildlife Resources Division Vacancies

Fisheries Biologist 2 – Bryan County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Richmond Hill District Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Wildlife Resources Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00100250</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>NRP071</td>
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<tr>
<td>PAYGRADE</td>
<td>K</td>
</tr>
<tr>
<td>ENTRY SALARY</td>
<td>$43,063.23</td>
</tr>
</tbody>
</table>

JOB DESCRIPTION
Under general supervision designs and manages research and survey projects and public waters management and fish hatchery activities designed to protect, evaluate, and/or improve fish habitat and/or sport fisheries of streams and lakes. Critically reviews project plans, technical documents and environmental assessments for fisheries impacts and makes recommendations for preventing or mitigating adverse impacts and improving fish populations or fisheries. Provides technical fisheries management assistance to individuals, corporations, and government agencies. Supervises and administers purchasing, budgeting, inventory control, and report preparations associated with state and federally-funded projects to comply with laws, rules and contractual agreements.

MINIMUM QUALIFICATIONS
Master's degree in Biology or a related field from an accredited college or university
OR
Bachelor's degree in Biology or a related field from an accredited college or university
AND
One year of related experience.
OR
One year of experience required at the lower level Fisheries Biologist 1, (NRP070) or position equivalent.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
• Warmwater fisheries Management Experience
• Masters degree in Fisheries Management
• Warmwater Hatchery experience

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA 30025
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/30/21
Fisheries Technician 3 – Houston County

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Go Fish Education Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIVISION</td>
<td>Wildlife Resources Division</td>
</tr>
<tr>
<td>POSITION #</td>
<td>00185084</td>
</tr>
<tr>
<td>JOB CODE</td>
<td>NRT062</td>
</tr>
<tr>
<td>PAYGRADE</td>
<td>J</td>
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<tr>
<td>ENTRY SALARY</td>
<td>$35,569.36</td>
</tr>
</tbody>
</table>

**JOB DESCRIPTION**
Under general supervision, this position serves as assistant hatchery manager at the Go Fish Education Center; completes all phases of warm-water fish culture for recirculation systems and ponds at this facility; provides education support within and beyond the education center; assists in the operation and maintenance of large aquarium exhibits and their life support systems. Work will include some weekend and holiday hours.

**MINIMUM QUALIFICATIONS**
Bachelor’s degree in fisheries management or a related field from an accredited college or university.

**OR**
Associate degree in Fisheries Management or a related field from an accredited college or university AND
One year of experience required at the lower-level Fisheries Technician 2 (NRT061) or position equivalent.

**OR**
Completion of equivalent coursework (90 quarter hours or 60 semester hours) in Fisheries Management or a related field from an accredited college or university AND
One year of experience required at the lower-level Fisheries Technician 2 (NRT061) or position equivalent.

**OR**
High school diploma or GED AND
Two years of experience required in the Wildlife Resources Division as a Fisheries Technician 2 (NRT061).

**PREFERRED QUALIFICATIONS**
Preference may be given to:
- Applicants with experience in fish culture
- Applicants with experience operating recirculating aqualculture and/or aquarium life support systems
- Current Wildlife Resources Division personnel

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address [highlighted](mailto:highlighted) below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA 30025
[WRD.careers@dnr.ga.gov](mailto:WRD.careers@dnr.ga.gov)

**The Deadline date to apply for this position is 6/23/21**

*Return to the Vacant Position Listing*
**Wildlife Technician 2 – Oconee/Greene County**

**LOCATION**  
WRD – Game Management – Region 2

**DIVISION**  
Wildlife Resources Division

**POSITION #**  
00100683  
**JOB CODE**  
NRT011  
**PAYGRADE**  
I  
**ENTRY SALARY**  
$32,418.30

**JOB DESCRIPTION**

This position is responsible for ongoing WMA habitat management, research, and public technical assistance in Region 2, located in Northeast Georgia.

Specific duties include implementing assigned tasks in annual WMA work plans; utilizing heavy equipment and farm equipment; creation and maintenance of wildlife openings; prescribed burning; placement and maintenance of nest structures for a variety of species; planting trees and shrubs; maintenance of roads, buildings, gates and other structures; maintenance of property boundary and administration of managed hunts. Incumbent is responsible for maintenance of equipment including tractors, farm implements, and other heavy equipment. Collects important biological data for population monitoring of deer, turkey, and avian populations as well as disease monitoring of important wildlife species; provide other public services such as technical guidance for nuisance abatement, habitat development, and serve as after hours on-call person on a rotational basis for emergency response.

**MINIMUM QUALIFICATIONS**

Associate’s degree in Wildlife Management or a related field from an accredited college or university.

OR

Completion of equivalent coursework (90 quarter hours or 60 semester hours) in Wildlife Management or related field from an accredited college or university.

OR

High school diploma or GED

AND

Two years of experience required in the Wildlife Resources Division as a Wildlife Technician 1 (NRT010) which included responsibilities in game or non-game management.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Employment History in Wildlife Management
- Current DNR/WRD Personnel
- Heavy equipment, plumbing, electrical and/or carpentry experience
- A two or four year Degree in Wildlife Management or an Equivalent Natural Resources Field

**NOTE:** This position is subject to random drug testing. The selected candidate may be required to pass a drug test before final offer of the position.

**NOTE:** Must possess a Commercial Driver’s License (CDL) or eligible to obtain a CDL.

(CONTINUED ON PAGE 16)
Wildlife Technician 2 Continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources  
Office of Human Resources  
ATTN: Recruitment and Selection  
2067 US Hwy, 278, SE  
Social Circle, GA 30025  
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/23/21
*Range Specialist 1/2 - Bryan County*

**LOCATION** | Richmond Hill Shooting Range
---|---
**DIVISION** | Wildlife Resources Division
**POSITION #** | 00155792
**JOB CODE** | GSP120
**PAYGRADE** | G
**ENTRY SALARY** | $27,248.75
**PAYGRADE** | GSP121
**PAYGRADE** | I
**ENTRY SALARY** | $32,418.24

*Official Title: Training and Development Specialist 1/2

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

**JOB DESCRIPTION**

This position will plan, develop and implement education and outreach programs for the Hunter Development Program at the Richmond Hill Shooting Range. Specific duties will include oversight of shooting range operations and enhancements, supervising hourly Range Safety Officers, and may provide input into the develop new archery and shooting range facilities. Additional responsibilities will include hosting hunter education classes, advanced hunter education programs, developing and hosting leagues and clubs, and working with volunteers to advance hunter education and the shooting sports.

**MINIMUM QUALIFICATIONS**

**GSP120 – Range Specialist 1**

High school diploma or GED

AND

One year of experience in a support role providing coaching, mentoring or related job duties and knowledge of functional business area where training is to be provided.

**GSP121 – Range Specialist 2**

High school diploma or GED

AND

Two years of experience providing educational, training or instructional services in functional area.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Coaching experience
- Experience teaching and coordinating shooting sports programs
- Experience teaching and coordinating hunter education programs
- Experience coordinating and working with volunteers
- Bachelor’s degree in education or natural resources related field
- Range Safety Officer and Shooting Instructor Certifications (e.g. National Rifle Association, USA Shooting, Amateur Trapshooting Association, World Archery etc.)
- Supervisory experience

*(CONTINUED ON PAGE 28)*
Range Specialist 1/2 continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA  30025
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/22/21
**Range Specialist 1/2 - Dougherty County**

**LOCATION**  
Mike Commander Shooting Range

**DIVISION**  
Wildlife Resources Division

<table>
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<tr>
<th>POSITION #</th>
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*Official Title: Training and Development Specialist 1/2*

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

**JOB DESCRIPTION**

This position will plan, develop and implement education and outreach programs for the Hunter Development Program at the Mike Commander Shooting Range. Specific duties will include oversight of shooting range operations and enhancements, supervising hourly Range Safety Officers, and may provide input into the development of new archery and shooting range facilities. Additional responsibilities will include hosting hunter education classes, advanced hunter education programs, developing and hosting leagues and clubs, and working with volunteers to advance hunter education and the shooting sports.

**MINIMUM QUALIFICATIONS**

**GSP120 – Range Specialist 1**

High school diploma or GED

**AND**

One year of experience in a support role providing coaching, mentoring or related job duties and knowledge of functional business area where training is to be provided.

**GSP121 – Range Specialist 2**

High school diploma or GED

**AND**

Two years of experience providing educational, training or instructional services in functional area.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Coaching experience
- Experience teaching and coordinating shooting sports programs
- Experience teaching and coordinating hunter education programs
- Experience coordinating and working with volunteers
- Bachelor's degree in education or natural resources related field
- Range Safety Officer and Shooting Instructor Certifications (e.g. National Rifle Association, USA Shooting, Amateur Trapshooting Association, World Archery etc.)
- Supervisory experience

(CONTINUED ON PAGE 20)
Range Specialist 1/2 continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA  30025
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/22/21
*Range Specialist 1/2 - Jasper County*

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<th>LOCATION</th>
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*Official Title: Training and Development Specialist 1/2

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

**JOB DESCRIPTION**

This position will plan, develop and implement education and outreach programs for the Hunter Development Program at the Clybel Shooting Range. Specific duties will include oversight of shooting range operations and enhancements, supervising hourly Range Safety Officers, and may provide input into the develop new archery and shooting range facilities. Additional responsibilities will include hosting hunter education classes, advanced hunter education programs, developing and hosting leagues and clubs, and working with volunteers to advance hunter education and the shooting sports.

**MINIMUM QUALIFICATIONS**

**GSP120 – Range Specialist 1**

High school diploma or GED

AND

One year of experience in a support role providing coaching, mentoring or related job duties and knowledge of functional business area where training is to be provided.

**GSP121 – Range Specialist 2**

High school diploma or GED

AND

Two years of experience providing educational, training or instructional services in functional area.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Coaching experience
- Experience teaching and coordinating shooting sports programs
- Experience teaching and coordinating hunter education programs
- Experience coordinating and working with volunteers
- Bachelor's degree in education or natural resources related field
- Range Safety Officer and Shooting Instructor Certifications (e.g. National Rifle Association, USA Shooting, Amateur Trapshooting Association, World Archery etc.)
- Supervisory experience

(CONTINUED ON PAGE 22)
Range Specialist 1/2 continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA 30025
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/22/21
**Range Specialist 1/2 - Banks County**

<table>
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<th>LOCATION</th>
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*Official Title: Training and Development Specialist 1/2

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

**JOB DESCRIPTION**

This position will plan, develop and implement education and outreach programs for the Hunter Development Program at the Wilson Shoals Shooting Range. Specific duties will include oversight of shooting range operations and enhancements, supervising hourly Range Safety Officers, and may provide input into the develop new archery and shooting range facilities. Additional responsibilities will include hosting hunter education classes, advanced hunter education programs, developing and hosting leagues and clubs, and working with volunteers to advance hunter education and the shooting sports.

**MINIMUM QUALIFICATIONS**

**GSP120 – Range Specialist 1**

High school diploma or GED

AND

One year of experience in a support role providing coaching, mentoring or related job duties and knowledge of functional business area where training is to be provided.

**GSP121 – Range Specialist 2**

High school diploma or GED

AND

Two years of experience providing educational, training or instructional services in functional area.

**PREFERRED QUALIFICATIONS**

Preference may be given to applicants with:

- Coaching experience
- Experience teaching and coordinating shooting sports programs
- Experience teaching and coordinating hunter education programs
- Experience coordinating and working with volunteers
- Bachelor’s degree in education or natural resources related field
- Range Safety Officer and Shooting Instructor Certifications (e.g. National Rifle Association, USA Shooting, Amateur Trapshooting Association, World Archery etc.)
- Supervisory experience

(CONTINUED ON PAGE 24)

*Return to the Vacant Position Listing*
Range Specialist 1/2 continued

If interested in applying for this position, please submit an electronic DNR Application for Employment to the e-mail address highlighted below or mail a completed DNR Application for Employment to the following address:

Georgia Department of Natural Resources
Office of Human Resources
ATTN: Recruitment and Selection
2067 US Hwy, 278, SE
Social Circle, GA 30025
WRD.careers@dnr.ga.gov

The Deadline date to apply for this position is 6/22/21

Return to the Vacant Position Listing
Environmental Protection Division Vacancies

Manager 2, Environmental Protection – Fulton County

<table>
<thead>
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<th>LOCATION</th>
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JOB DESCRIPTION
This position is in the Georgia Environmental Protection Division (EPD) Watershed Protection Branch – Watershed Compliance Program. The incumbent in this position oversees a compliance and enforcement program related to the implementation of federal and state water regulations, particularly the Federal Clean Water Act and the Georgia Water Quality Control Act. Responsibilities include developing and reviewing enforcement actions, tracking compliance and enforcement activities, providing recommendations on compliance and enforcement decisions, and serving as a point of contact for state and federal agencies on compliance and enforcement related matters.

MINIMUM QUALIFICATIONS
Bachelor's degree in environmental sciences, biology, chemistry, geology, engineering (agricultural, chemical, civil, environmental, mechanical or sanitary) or a related field from an accredited college or university AND Four years of professional experience in environmental enforcement, environmental health, environmental monitoring, environmental protection or environmental research, Two years of which in a managerial or supervisory capacity. OR Three years of experience required at the lower level Manager 1, Environmental Protection (RCM010) or position equivalent.

NOTE: An equivalent combination of education and job specific experience that provided the knowledge, experience and competencies required to successfully perform the job at the level listed may be substituted on a year-over-year basis for a maximum of Two years non-managerial/supervisory experience.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
- A graduate degree in Environmental Sciences, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical, or Sanitary) or related field from an accredited college or university
- Knowledge or experience with interpreting and applying state and federal regulations
- Experience with permitting, inspections, compliance, and/or enforcement
- Demonstrated ability to work with local governments, utilities, industrial facilities, watershed groups, and other stakeholders

Application Instructions:
Applications must be received through Team Georgia Careers at http://team.georgia.gov/careers/. Click “Search Jobs” and enter job number REG02F5 in the keyword search box or click here.

The Deadline date to apply for this position is 7/17/21

Return to the Vacant Position Listing
### Modeler 1/2/3 – Clayton County

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Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

### JOB DESCRIPTION

This position is located in the Georgia Environmental Protection Division (EPD) – Air Protection Branch – Data and Modeling Unit (DMU). The DMU performs dispersion modeling to better understand the impacts of facility emissions on ambient air quality. Specifically, the DMU performs quarry modeling, toxic air pollutant modeling, and PSD modeling for issuance of air permits. In addition, DMU perform dispersion modeling for special projects. Modelers may be asked to utilize the following models: AERMOD, AERMET, AERMAP, AERSCREEN, AERSURFACE, BPIPPRIM, CALPUFF, ISC3, SCREEN3, and the Weather Research and Forecast (WRF) meteorological model. The successful candidate should have strong verbal and written communication skills.

### MINIMUM QUALIFICATIONS

**ETP090 – Modeler 1**

Bachelor’s degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis from an accredited college or university.

**ETP091 – Modeler 2**

Bachelor's degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis or higher from an accredited college or university AND

Experience/ability to interpret/modify existing models as needed, and to formulate scenarios for model testing and evaluation.

**ETP092 – Modeler 3**

Bachelor's degree in a science or engineering discipline with documented proof of experience/proficiency in mathematical modeling and quantitative analysis from an accredited college or university AND

Ability to interpret/modify existing models as needed and to formulate scenarios for model testing and evaluation.

### PREFERRED QUALIFICATIONS

Preference may be given to applicants with:

- Advanced degree (Master’s or Ph.D.)
- Strong background in facility-level emission inventory development, meteorological modeling, and/or atmospheric chemistry
- Experience running air dispersion models (e.g. AERMOD, CALPUFF, ISC, SCREEN3)
- Familiarity with EPA rules and guidance related to air permitting and air permit modeling
- Strong verbal and written communication skills
- Strong background in scientific computer programming (FORTRAN, Python), database management (ACCESS, MYSQL), Geographic Information System (GIS)

(CONTINUED ON PAGE 27)
Application Instructions:
Applications must be received through Team Georgia Careers at [http://team.georgia.gov/careers/](http://team.georgia.gov/careers/). Enter job number ENG00JY in the “Start your job search” box or click here.

The Deadline date to apply for this position is 7/15/21
HR Generalist 1/2/3

Based on education and experience, the selectee will be hired into one of the above-mentioned job codes.

**LOCATION**
Director's Office

**DIVISION**
Environmental Protection Division

**POSITION #** 00170691
**JOB CODE** HRP010
**PAYGRADE** J
**ENTRY SALARY** $34,289.83

**JOb CODE** HRP011
**PAYGRADE** K
**ENTRY SALARY** $37,718.81

**JOB CODE** HRP012
**PAYGRADE** L
**ENTRY SALARY** $42,622.26

**JOB DESCRIPTION**
This position is in the Georgia Environmental Protection Division (EPD) Director's Office – Human Resources. Under supervision, provides multiple human resources services in support of an organization. Responsible for daily transactions, recruitment, benefits, training and other human resource functions.

- Applies analytical and professional expertise to multiple personnel disciplines
- Conducts research on various personnel matters and compiles data, citing sources used
- Analyzes data or information to produce reports and other documents
- Coordinates and conducts training on human resource program-related topics and issues
- Coordinates employee performance and appraisal programs
- Determines need for, designs and produces customized reports and other documents
- Ensures organizational compliance with federal and state laws, including reporting requirements
- Identifies current and prospective staffing requirements, prepares and posts notices and advertisements and collects and screens applications
- Initiates or conducts research on various personnel issues
- Monitors the record management function including maintenance, retention, transfer, and disposition of personnel records and files
- Oversees the effective administration and communication of all employee benefit programs
- Provides information and advice to employees, supervisors and managers regarding employee relation issues
- Provides information and assistance in areas of assignment to departmental and other state personnel
- Provides technical assistance and consultation on human resources program issues
- Receives additional training, as required, to gain full proficiency and experience in all areas

**MINIMUM QUALIFICATIONS**

**HRP010 – HR Generalist 1**
Associate's degree from an accredited college or university.
OR
Two years of human resource experience.

**HRP011 – HR Generalist 2**
Bachelor's degree from an accredited college or university.
OR
Four years of human resource experience.

(CONTINUED ON PAGE 24)
HRP012 – HR Generalist 3
Bachelor's degree from an accredited college or university
AND
One year of professional human resource experience.
OR
Five years of professional human resource experience.
OR
One year of experience required at the lower-level HR Generalist 2 (HRP011) or position equivalent.

PREFERRED QUALIFICATIONS
Preference may be given to applicants with:
• High level of integrity and ethics required, and ability to work with information of a sensitive nature requiring strict confidentiality
• Proficiency with PeopleSoft HCM, including exposure to PeopleSoft Time & Labor
• Experience with Team Georgia Careers/Taleo as a Recruiter
• Proficiency with Microsoft Word, Excel, and PowerPoint
• Excellent organizational skills
• Excellent communications skills
• Working Knowledge of State of Georgia’s State Personnel Board (SPB) Rules and Policies
• Ability to multi-task and handle competing priorities against strict deadlines

Application Instructions:
If interested in applying for this position, please submit an electronic DNR Application for Employment with a resume to jobsatepd@dnr.ga.gov Attn: Katie Daniels.

The Deadline date to apply for this position is 6/18/21
**EPD Continuous Recruitment**

The Environmental Protection Division (EPD) continuously recruits for Environmental Engineers, Environmental Compliance Specialists, Geologists and Lab Scientists. For more information on positions and to apply, [click here](#). Current opportunities include the following:

**ENVIRONMENTAL ENGINEER**

- Air Protection Branch / Chemical Permitting Unit / Clayton County, Atlanta
- Air Protection Branch / Nitrogen Oxides Unit / Clayton County, Atlanta
- Air Protection Branch / Emissions and Control Strategies Unit / Clayton County, Atlanta
- Air Protection Branch / Volatile Organic Compound (VOC) /Combustion Unit / Clayton County, Atlanta
- Air Protection Branch / Planning and Regulatory Development Unit / Clayton County, Atlanta
- Watershed Protection Branch / Municipal Permitting Unit / Fulton County, Atlanta
- Watershed Protection Branch / Water Quality Modeling Unit / Fulton County, Atlanta
- Watershed Protection Branch / Industrial Permitting Unit / Fulton County, Atlanta
- Watershed Protection Branch / TMDL Modeling & Development Unit / Fulton County, Atlanta
- Watershed Protection Branch / Safe Dams Unit / Fulton County, Atlanta
- Land Protection Branch/ Hazardous Waste Corrective Action-Remedial Sites Unit 2 / Fulton County, Atlanta

**ENVIRONMENTAL COMPLIANCE SPECIALIST**

- Air Protection Branch / Radiation Protection / Clayton County, Atlanta
- Air Protection Branch / Vehicle Emissions Inspection/Maintenance / Clayton County, Atlanta
- Watershed Protection Branch / Safe Dams Unit / Fulton County, Atlanta
- Watershed Protection Branch / Municipal Permitting Unit / Fulton County, Atlanta
- Watershed Protection Branch / Stormwater Unit / Fulton County, Atlanta
- Watershed Protection Branch / Municipal Compliance Unit / Fulton County, Atlanta
- Watershed Protection Branch / Drinking Water Compliance Unit / Fulton County, Atlanta
- Land Protection Branch/Risk Assessment Unit/Fulton County, Atlanta
- Land Protection Branch/Recovered Materials/Clayton County, Atlanta
- Land Protection Branch/Lead-Based Paint & Asbestos/Clayton County, Atlanta
- District Office/Northeast/Clarke County, Athens
- District Office/Coastal/Glynn County, Brunswick
- District Office/West Central/Bibb County, Macon
- District Office /East/ Richmond County, Augusta (Temp Position)
GEOLOGIST
Watershed Protection Branch / Groundwater Unit / Fulton County, Atlanta
Watershed Protection Branch / Agricultural Permitting Unit / Tift County, Tifton
Watershed Protection Branch / Industrial Permitting Unit / Fulton County, Atlanta
Land Protection Branch/Solid Waste Management-Environmental Monitoring/Clayton County, Atlanta
Land Protection Branch/Response Development Unit 2/Fulton County, Atlanta
Land Protection Branch/Brownfield Unit/Fulton County, Atlanta

LABORATORY SCIENTIST
Laboratory Operations/Gwinnett County, Norcross

Applicants need not apply to each specific vacancy listed above. By applying to a specific job title and branch, you are applying to a pool and you will be considered for all vacancies within that job series in the specified branch. Candidates who meet minimum entry qualifications will be contacted further with specific job information.