

PROJECT MANAGER – 5 to 15+ years of experience.

Green Star Environmental is a multi-faceted environmental consulting firm based in the Dallas/Fort Worth area. Our company was established to provide superior consulting services to a wide range of clients in the commercial/industrial, financial, and legal service sectors. Green Star offers expertise in the general areas of environmental consulting, remediation services, risk assessment, acquisition due diligence, environmental compliance, and litigation support. We recognize that a successful environmental consulting business is built by establishing long-term relationships with both our clients and our employees.

Responsibilities:

Project Manager responsibilities include but are not limited to the following:

- Working with the team to understand, define, and support project goals and tasks;
- Management of office and field activities, including planning, implementation , and oversight of environmental projects, including but not limited to petroleum storage tank removals; subsurface/groundwater investigative, monitoring, and remedial activities; evaluation of feasibility of remedial alternatives and closure options; dewatering and water treatment activities; industrial stormwater and wastewater permitting and compliance; and due diligence assessments;
- Coordinating with and supervising staff and subcontractors;
- Corresponding and coordinating with regulatory agencies to facilitate permitting, project advancement, and/or site closure;
- Developing new and fostering existing client relationships clients;
- Oversight and preparation of technical environmental reports and data summaries, including presentation of data in summary tables, maps, and charts;
- Completing general environmental tasks in coordination with other project managers as needed in order to help move projects forward;
- Performing compliance-related site walks, environmental sampling and monitoring activities;
- Coordinating and directing installation of soil borings and/or monitoring wells;
- Operating and maintaining product recovery and water treatment systems and associated equipment;
- Completing and filing detailed field notes documenting site observations and decisions;
- Updating and maintaining equipment maintenance records; and
- Assisting with administrative duties including proposal preparation, invoicing, and budget management, as required to manage environmental projects.

This opening is for a full-time position and requires working in both an office environment and in the field, as projects demand. The position requires completion of 40-hour OSHA Hazardous Waste Operations and Emergency Response (HAZWOPER) training and annual 8-hour refreshers.

Weekend work is not typical but is sometimes necessary and is usually associated with preparing for or traveling to nonlocal field work. Approximately 50% to 70% of our work is in Texas and Oklahoma and requires some travel. Travel outside of Texas may be required periodically upon completion of appropriate training.

Qualifications:

Green Star is seeking professional candidates that currently live in the Dallas area or those that are willing to immediately relocate themselves to the area as the position is in Green Star's Lake Dallas, Texas office. Some work may be co-managed through our Arlington office location. This is not a remote work-based position.

The ideal candidate for the advertised position will meet the following minimum qualifications:

- Bachelor's Degree in engineering, geology, environmental science, biology, chemistry, or related scientific discipline;
- Approximately 5-15+ years of directly related work experience;
- Excellent verbal and written technical/business communication skills, including a strong aptitude for gathering information needed for decision making and providing relevant feedback as well as communicating with management, staff, subcontractors, and potential, new, and existing clients;
- Ability to work independently and perform multiple project tasks concurrently;
- Proficiency with Microsoft Word and Excel and PDF software (i.e. Adobe);
- Strong organizational skills;
- An aptitude for trouble shooting in the field and problem solving;
- Seeking a growth opportunity in the environmental consulting business; and
- Current OSHA 40-hour HAZWOPER training and 8-hour refreshers (preferred).

The physical ability and willingness to perform field work are required for this position. An employment baseline physical will be required.

Benefits:

Company benefits include medical, optional dental, and seven paid holidays. Two weeks (10 days) of paid vacation and up to one week (5 days) of paid personal/sick leave are included in the benefits package and will be prorated for the partial first year of employment. Access to a retirement savings plan will be made available to eligible employees. Salary will be commensurate with work experience and education. Additional consideration will be given to candidates with existing professional licensing (i.e., professional geoscientist, professional engineer).

Interested candidates should forward their professional resume with a cover letter to hr@greenstarenvironmental.com.