

MDEQ JOB ANNOUNCEMENT



The Human Resources Office is accepting applications for the following job vacancy in the Office of Restoration.

Position: Restore Project Manager

The selected candidate will move to this position as either an MDEQ Environmental Engineer or Environmental Administrator II depending upon their qualifications.

Minimum Qualifications:

To view the job description and minimum qualifications for a MDEQ Environmental Engineer in Training please click [here](#).

To view the job description and minimum qualifications for a MDEQ Environmental Engineer I please click [here](#).

To view the job description and minimum qualifications for a MDEQ Environmental Engineer II please click [here](#).

To view the job description and minimum qualifications for an Environmental Administrator II please click [here](#).

Primary Functions:

- Conducts all monthly update calls with subrecipients
- Participates in update calls with RESTORE Council and US Dept of Treasury
- Coordinates with contractors and subrecipients to resolve any issues or requests
- Conducts primary DEQ reviews for:
 - o Contractor invoices
 - o Subrecipient pay applications
 - o DEQ invoices/reimbursement requests
 - o Contractor change orders (construction and professional/non-professional services)
 - o Contractors and subrecipients' contracts w/third parties
- Conducts secondary reviews for:
 - o Subawards
 - o Contracts