**Environmental Planner 2**

**149522**

**About Us**

At HDR, we specialize in engineering, architecture, environmental and construction services. While we are most well-known for adding beauty and structure to communities through high-performance buildings and smart infrastructure, we provide much more than that. We create an unshakable foundation for progress because our multidisciplinary teams also include scientists, economists, builders, analysts and artists. That’s why we believe diversity is our greatest strength. HDR is proud to be an equal opportunity workplace and an affirmative action employer.

We believe that the way we work can add meaning and value to the world. That ideas inspire positive change. That coloring outside the lines can illuminate fresh perspectives. And that small details yield important realizations. Above all, we believe that collaboration is the best way forward.

**Primary Responsibilities**

In the role of Environmental Planner 2, we'll count on you to:

• Collect and document project-related data, which may include research, interviews with government agencies and clients

• Assist in the development of NEPA documents prepared for a variety of development and infrastructure projects

• Prepare constraints mapping

• Conduct environmental impact assessments to support NEPA documentation

• Write sections of environment l documents and review/edit other sections and maps prepared by technical specialists

• Assist in preparation for and participation in public information meetings and hearings

• Prepare, plan and analyze/review technical studies, permit applications, NEPA documents, and similar reports/documents

• Assist public and private clients with environmental permit coordination, acquisition and compliance for wetland impacts, bridge construction, and threatened/endangered species

• Assist with scheduling technical specialists for field surveys and compliance monitoring

• Conduct site visits and field assessments to evaluate project sites for environmental constraints and prepare clear and concise summary reports

• Compile and organize administrative records and project files

• Assist with marketing material sand proposals

• Work closely with project managers to support projects and promote HDR's business interests

• Perform other duties as needed

**Required Qualifications**

• Bachelor's degree in Environmental Science or closely related field. Master's degree is a plus

• 5+ years of applicable environmental experience preparing NEPA documents and performing environmental research and studies

• Knowledge of NEPA and other state and federal environmental laws and regulations

• Demonstrated organizational, analytical and document management skills

• Ability to work in a team environment with strong multi-tasking skills, on more than one project at a time, and meet tight deadlines.

• Proficiency with MS Office Suite

• Strong conceptual, organizational, problem-solving and research abilities

• An attitude and commitment to being an active participant of our employee-owned culture is a must

• Excellent communication and presentation skills

**Preferred Qualifications**

• Experience with transportation, renewable energy, electric transmission, mining and other infrastructure projects

• Experience with environmental permitting and public involvement

**Why HDR**

At HDR, we know work isn’t only about who you work for; it’s also about what you do and how you do it. Led by the strength of our values and a culture shaped by employee ownership, we network with each other, build on each other’s contributions, and collaborate together to make great things possible. When you join HDR, we give you license to do the same. We help you take charge of your career, giving you multiple growth opportunities along the way.

**At HDR, we are committed to the principles of employment equity.**

**USA:** We are an Affirmative Action and Equal Opportunity Employer. We consider all qualified candidates regardless of minority, veteran, disability, sexual orientation, gender, gender identity or any other status protected by law.

**CANADA:** We welcome applications from all qualified individuals.

**AUSTRALIA:** We consider all qualified candidates regardless of gender, ethnicity, country of birth, political or religious affiliation, health status, or any other status protected by law.

**At HDR, health and safety matters.**

For some positions, you may be required to provide drug and alcohol testing, before or during employment, based on our Drug Testing and Drug Free Workplace Policy

If you are required to drive for us, we require a valid driver's license and compliance with our vehicle policy.

Please apply online at: <https://hdr.taleo.net/careersection/jobdetail.ftl?job=149522&lang=en&src=&src=PA-11380>