



Harbor, a full-service environmental, safety and engineering consulting firm based out of Little Rock, Arkansas, has been serving clients locally and nationally since 2007. Specializing in turnkey compliance management systems, Harbor affords our clients the ability to focus on their business goals and maintain a commitment to the environment and the health and safety of their employees. Ultimately, everyone at Harbor is dedicated to the like-minded cause of affecting positive change in business practices that create greater profitability for our clients and increased sustainability for our shared environment.

<b>Position Title:</b>	<b>EHS Project Manager</b>	<b>Date:</b>	February 2020
<b>Location:</b>	Little Rock, AR	<b>Department:</b>	Compliance Services
<b>Employment Status:</b>	Exempt	<b>Employment Type:</b>	Regular, Full-Time
<b>Purpose:</b>			
The EHS Project Manager will provide technical expertise to clients and staff in the areas of compliance assurance, permitting, auditing, and due diligence. Environmental project management experience is required, and consulting experience is preferred.			
<b>Essential Functions include but are not limited to:</b>			
<p><i>Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> <li>• Serve clients by understanding and exceeding their expectations;</li> <li>• Work closely with clients to understand specific processes and develop strategy for regulatory compliance while maintaining maximum operational flexibility;</li> <li>• Provide technical assistance on environmental compliance projects, environmental management system development, and implementation, and environmental auditing;</li> <li>• Assess/audit regulatory compliance across all environmental media, and implement follow-up corrective actions to ensure compliance with federal, state, and local regulations;</li> <li>• Develop environmental procedures, plans, permits, and reports;</li> <li>• Prepare state and federal air quality permit applications, source inventories, and emission fee calculations for industrial clients;</li> <li>• Conduct training, field coaching, and assessment for environmental performance improvement projects;</li> <li>• Provide on-site environmental compliance support at client facilities as needed;</li> <li>• Knowledge of sustainability reporting processes, CDP Reporting, GRI Certification, etc.</li> <li>• Experienced in all media of environmental permitting and compliance;</li> <li>• Support staff in execution of environmental projects and providing technical reviews of deliverables;</li> <li>• Live Harbor's values and behaviors and expect team members to do the same.</li> </ul>			
<b>Required Knowledge, Skills, and Abilities:</b>			
<ul style="list-style-type: none"> <li>• Bachelor's degree in Environmental Science, Engineering, or related scientific field;</li> <li>• Minimum 5 years of environmental related experience (consulting preferred);</li> <li>• ISO 14001 experience a plus;</li> <li>• Able to work well within a team or independently;</li> <li>• Strong organizational and time management skills;</li> <li>• Excellent written and oral communication, quantitative, and interpersonal skills; detail oriented;</li> <li>• Strong work ethic, service-oriented, and professional in conduct and demeanor;</li> <li>• Proficient in computer skills including Microsoft Office Suite programs;</li> <li>• Travel required;</li> <li>• Valid driver's license and good driving record;</li> <li>• Strong desire to build a business, not just have a job.</li> </ul>			
<b>Annual Salary Range:</b>	To be determined	<b>Manages Others:</b>	No
<b>Degree:</b>	Bachelor's degree or higher	<b>Years Experience:</b>	5-7
<b>Benefits:</b>	Health, Dental, Vision, STD, LTD, Life, Cancer, 401(k), Vacation, Holidays	<b>Other:</b>	Professional certifications/licenses preferred

Harbor provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, religion, color, sex, sexual orientation, marital or parental status, national origin, age, disability, family medical history, genetic information, political affiliation, military service or any other characteristic protected by law. Harbor complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has employees. This policy applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.