

TOWN OF NORTH ANDOVER

JOB POSTING

Conservation Agent

The Conservation Department is accepting applications for one Conservation Agent on a full-time basis (37.5 hours a week).

Summary of Duties: Provide technical and administrative support and assistance to the Conservation Administrator in the enforcement of the Wetland Protection Act and the Town's Wetland Protection bylaw.

Essential Functions: Assist the Administrator with permit and project application review, monitor construction activities, respond to citizen inquiries, prepare enforcement and violation notices; draft and assist with permit preparation; certify compliance through field inspections and plan review; attend Conservation Commission meetings and other relevant public hearings and meetings as necessary; assist with open space management and agricultural lease agreements.

Qualifications: Bachelor's degree in Environmental Science or related field, prior experience in related field preferred. Working knowledge in principles of land protection and management, natural resource identification skills, applicable federal, state and local statutes, regulations and policies. Ability to delineate a wetland preferred; ability to read and critically analyze maps and plans; strong written and oral communication skills; GIS and computer skills; work cooperatively in a team environment. Ability to perform inspections outdoors, in wet areas, in various weather conditions.

Compensation: Hiring range is \$35,000 - \$42,000. This position is subject to the Town of North Andover's Personnel Policy.

Deadline: Anyone interested in the position should send a cover letter and a resume to Jobs@northandoverma.gov. Priority consideration will be given to resumes received by March 24, 2017. Position is open until filled.

The Town of North Andover is an Equal Opportunity Employer

Posted: March 6, 2017