



Shasta-Sustainable Resource Management, Inc.  
20811 Industry Rd.  
Anderson, CA 96007  
(530) 339-7600

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## **Shasta Sustainable Resource Management is currently seeking an Environmental Assistant / Environmental Manager.**

### **Essential Functions:**

- \*Implement and follow policies and procedures necessary to meet requirement of environmental, policies and federal, state, county or local environmental, regulations, laws, and standards and corporate environmental policies and standards.
- \*Monitor the plant's operation in compliance with all federal, state, county and local operating permits.
- \*Conduct plant environmental inspections and prepare reports.
- \*Point of contact for communication, documentation and reporting to appropriate agencies.
- \*Maintain accurate filing system for environmental compliance records, including permit applications, permit, records, operating logs, test reports and monitoring reports.

### **Qualifications:**

- \*Bachelor of Science Degree in Engineering, Environmental or Science.
- \*5 or more years of experience with environmental compliance programs.
- \*Knowledge, experience and understanding of environmental policies and procedures.
- \*Experience working with local, state and federal regulatory agencies.
- \*Proficient in Microsoft Office, Excel and Outlook.
- \*Professional communication skills
- \*Organization skills, self-motivated and proficient in time management.

Shasta- Sustainable Resource Management offers competitive wages, health benefits and 401K. Applications will be accepted until filled, at Shasta – Sustainable Resource Management, 20811 Industry Rd. Anderson, Ca 96007, 530-339-7600, [staylor@trlcmill.com](mailto:staylor@trlcmill.com)  
Shasta – Sustainable Resource Management is committed to EOE/AEE.