

STATE OF MONTANA

JOB DESCRIPTION

Montana state government is an equal opportunity employer. The State shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

Job Title: Field Services Engineer Position Number: 33018 Location: Helena

Department: Transportation

Division and Bureau: Rail, Transit, and Planning Division, Environmental Services Bureau

Section and Unit: Environmental Engineering Section, Field Services Unit

Job Overview:

This position provide leadership and oversight for environmental compliance in construction and maintenance activities. The Field Services Engineer ensures the Montana Department of Transportation meets regulatory obligations regarding erosion control, water quality, and environmental permitting while maintaining consistent implementation of environmental policy and procedures.

Essential Functions (Major Duties or Responsibilities):

Program Planning and Development – 35%

- Lead the development, implementation, and oversight of MDT's statewide erosion and sediment control program and construction phase environmental permitting process.
- Ensure compliance with applicable federal, state, tribal , Environmental Services Bureau, and Department regulations.
- Assess current environmental standards, regulations, laws and protection and/or mitigation strategies and apply them where applicable on MDT construction and maintenance projects throughout the state.
- Develops state-wide procedures, guidelines, and standards.
- Assess changes in national and state environmental trends and standards.
- Develop new approaches to policy and program issues.
- Analyze and evaluate changes in local, state, federal and tribal environmental requirements.
- Oversees DEES/SEES work related to the Department's statewide Stormwater Management Plan (SWMP).
- Develop the Department's statewide Erosion and Sediment Control Program.
- Develop innovative approaches and site-specific strategies to water protection issues.

- Analyze and evaluate the nature and scope of specific environmental, design, and/or construction problems.
Attend public and professional meetings and conferences.

Program Administration – 30%

- Direct environmental compliance reviews and permitting..
- Analyze proposed plans, evaluate site conditions, and recommend or approve mitigation strategies. Develops and prepares responses, negotiation options, and mitigation measures.
- Monitor National and State environmental regulations, water quality standards, construction practices, and other issues.
- Direct and oversee environmental field project reviews and environmental engineering analyses.
- Oversee the construction and maintenance permitting review processes.
- Draft or oversee preparation of special reports, studies, and proposals.
- Ensure statewide uniformity and consistency with established ESB policy and interpretation of environmental regulations.
- Research and monitor environmental engineering practices and standards. Provide information for the preparation of biennial budgets.
- Develop and prepare responses, negotiation options, and mitigation measures regarding Federal, State, and Tribal water quality violations issued to the Department.
- Monitor program expenditures and track funding levels. Determine and fulfill procurement needs developing specifications, ensuring compliance to Department procurement practices, developing budget justifications and submitting requests, and integrating equipment into Section operations.

Supervision – 15%

- Supervise and mentor two direct reports and provide functional oversight for five additional district staff.
- Conduct performance reviews, guide training needs, and ensure adherence to department policy.
- Develop procedures, standards, and guidance documents related to water quality and stormwater compliance.
- Coordinate with federal and state agencies to support regulatory consistency.

Other Duties – 5%

- Lead training and provide subject matter expertise in environmental engineering topics.
- Perform a variety of other duties as assigned by the Engineering Section Supervisor or as determined in support of the Department's mission and Section objectives.

Supervision:

Revision Date: 06/2025

The number of employees supervised is: 2

The position number for each supervised employee is: 33003, 33028

Physical and Environmental Demands:

- Frequent travel statewide, including overnight stays to conduct project inspections and attend meetings.
- Work is performed in office and field environments, often around active construction equipment and traffic.
- Must be able to walk on uneven terrain.
- Occasionally lift up to 50 pounds and work in varied weather conditions.

Knowledge, Skills and Abilities (Behaviors):

- Knowledge of environmental and civil engineering principles, federal and state environmental regulations, stormwater permitting, and transportation construction methods.
- Ability to communicate technical information clearly, lead diverse teams, interpret complex regulations, and manage multiple priorities.
- Skills in problem-solving, conflict resolution, and developing guidance documents are essential.

Minimum Qualifications (Education and Experience):

The required knowledge and skills are typically acquired through a combination of education and experience equivalent to a Bachelor's Degree in Environmental Engineering, Civil Engineering, or a related field.

This position requires a minimum of four (4) years of progressively responsible experience in environmental or civil engineering, construction, or maintenance, and at least one (1) year of supervisory or leadership experience.

Certifications, licensure, or other credentials include: Professional Engineer (PE) license in the State of Montana

Alternative qualifications include: Other combinations of education and experience may be considered equivalent to the above minimums.

Special Requirements:

- ☐ Fingerprint check
- ☒ Valid driver’s license
- ☐ Background check
- ☐ Other; Describe
- Union Code
- Safety Responsibilities

The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.

Signatures

My signature below indicates the statements in the job description are accurate and complete.

Immediate Supervisor	Title	Date

Administrative Review	Title	Date
My signature below indicates that I have read this job description.		

Employee	Title	Date
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Human Resources Review

Job Code Title: Field Service Engineer **Job Code Number:** D2502M

My signature below indicates that Human Resources has reviewed this job description for completeness and has made the following determinations:

☐ FLSA Exempt

☒ FLSA Non-Exempt

☒ Telework Available

☐ Telework Not Available

☒ Classification Complete

☐ Organizational Chart attached

Human Resources:

Signature

Title

Date