

**Assistant Environmental Analyst – Compliance Assistant**  
Augusta, ME



NEIWPC, the Maine Department of Health and Human Services (ME DHHS), and Maine Center for Disease Control and Prevention (ME CDC) are seeking a full-time Assistant Environmental Analyst to provide technical assistance and program support for the Drinking Water Program with a strong focus on data and compliance.

We're looking for an eager learner to become well-versed in drinking water rules and regulations and assist with our database-focused compliance efforts. The incumbent will be entering and tracking drinking water sample results, and will be researching potential violations to help determine compliance with drinking water regulations. The incumbent will be assisting with compliance notifications and other documents to communicate standards and expectations and will provide technical assistance to internal and external partners. This role will also assist with various data improvement projects.

Successful candidates will have a bachelor's degree in environmental science or a related field, and at least one year of related experience. We're seeking candidates that enjoy working with data and value accuracy with data management. Outstanding communication and organization skills, excellent computer capabilities, strong science and math knowledge, and a dedication to protecting public health is desired.

This is a full-time, in-office position based in the Maine CDC offices, located at State House Station 11, 286 Water St, Augusta, ME 04333. After six months of employment, this position may be eligible for a partial telework schedule, subject to approval and determined by program and office needs.

NEIWPC offers a competitive compensation package, including excellent comprehensive benefits for eligible employees. The salary range for this position is \$42,000 - \$55,000.

A full position description may be viewed at: <https://neiwpc.org/about-us/careers>.

**To apply, send a cover letter, resume, and writing sample to [jobs@neiwpc.org](mailto:jobs@neiwpc.org) by Tuesday, August 23, 2022. Accepting applications until the position is filled. Please reference #22-DHHS-DWP-002 in the email subject line.**

*NEIWPC is an equal opportunity employer, and will not discriminate against any employee or applicant for employment because of their race, color, creed, religion, national origin, gender, sexual orientation, gender identification, marital status, physical and mental disability, ancestry, genetic information, age, political or union affiliation, pregnancy or related medical conditions, military service or application for military service, veteran status, or any other status or classification protected by applicable law. Physical or mental disabilities will be considered only as they may relate to the candidate's ability to fulfill bona fide job requirements. This policy refers to all personnel practices including employee recruiting, hiring, transfers, promotions, training, disciplining, terminating and all other conditions.*