

**VACANCY ANNOUNCEMENT  
OKLAHOMA DEPARTMENT OF MINES  
(UNCLASSIFIED)**

**Announcement Date:** August 1, 2019  
**Position:** Hydrologist II  
**Salary:** \$47,000 - \$55,000  
**Location:** Oklahoma City Office  
**Announcement Closing Date:** September 1, 2019

**Reports to:** Coal Program Director  
**FLSA Status:** Non-Exempt

**JOB SUMMARY:** Individual will review coal mining permit and revision applications for compliance with state and federal mining and reclamation regulations dealing with surface and groundwater hydrology issues.

**ESSENTIAL JOB FUNCTIONS:**

1. Performs technical reviews of permit and revision applications for compliance in the area of hydrology, air quality, mining processes, and reclamation of mine sites.
2. Performs surveys, field investigations, and data compilation pertaining to quality, quantity, movement and utilization of surface and groundwater resources of the state as affected by mining and reclamation activities. Collects and synthesizes data to assess pollution problems.
3. Conducts cumulative hydrologic impact studies and writes hydrologic impact assessments prior to the issuance of each coal mining permit.
4. Coordinates environmental assessments for federal coal permits and interacts with other governmental agencies to gain and provide technical assistance.
5. Makes on-site investigations of citizen complaints relating to water quantity and quality parameters related to mining and reclamation activities.
6. As part of a team designs, plans, and provides specifications for reclamation projects concerning bond forfeited sites.
7. Provides technical assistance to other departmental personnel, mining companies, and consultants on air and hydrology problems and recommends methods for control and correction; provides advice and interpretation of applicable laws and regulations governing hydrology and air issues related to mining.
8. Writes policies, guidelines, and advisory documents related to the hydrologic aspects of the coal mining program.
9. Participates in public outreach activities concerning hydrology and mining.

**ADDITIONAL RESPONSIBILITIES:**

Performs all other duties assigned.

**EDUCATION AND EXPERIENCE:**

Bachelor of Science degree from an accredited college/university in hydrology required.  
Two years of regulatory experience preferred and/or a Master's degree in hydrology.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Skill in reading and interpreting maps.
- Experience using GPS equipment needed.
- Skill in technical report writing.
- Skill in conducting field investigations and communicating findings both orally and in writing.
- Able to relate verbally, and in writing, with the public to problem solve and communicate information.
- Knowledge of Oklahoma hydrology and hydrogeology.
- Knowledge of mining regulations – state and federal.
- Strong interpersonal skills, able to work well with a wide range of people.
- Strong organizational skills and time management.
- Resourcefulness and ability to take initiative in development and completion of projects.
- Strong computer skills.
- Valid Oklahoma driver's license.

**PHYSICAL REQUIREMENTS:**

- Field work is required involving walking or climbing over rough terrain, even during inclement weather conditions.
- Occasional lifting (up to 35 pounds of paper supplies or minor office equipment).
- Driving and/or riding in a vehicle for extended periods of time.
- Writing and/or data entry for up to 4 hours per day.

**WORKING CONDITIONS:**

- In addition to normal office conditions, the employee will be required to spend extended periods of time riding in vehicles and on mining sites.
- Some overnight travel will be required, especially during the first two years, in order to attend training workshops and classes.
- Minimal administrative support. Staff is expected to file reports, make copies and track their own travel expenses.

NOTE: The above statements are intended to describe the general nature and level of work performed by an employee in this position. These statements are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of employees in this position.

To apply for this position, please submit:

Cover letter and resume OR State of Oklahoma Employment Application

Mail application to:

Oklahoma Department of Mines  
2915 N. Classen Blvd., Suite 213  
Oklahoma City, OK 73106  
Attn: Rick Bullard

Or email application to: [rick.bullard@mines.ok.gov](mailto:rick.bullard@mines.ok.gov)

AA/EEO Employer