



Intermediate Environmental Specialist Job Overview

January 13, 2025

Sertas Group Limited (Sertas) is a geotechnical, environmental and materials testing engineering and geoscience firm based in Windsor Ontario.

Sertas is looking for the right individual to join our Windsor office to help grow our presence in the Southwestern Ontario region. This opportunity will be both challenging and rewarding, providing the successful candidate with the ability to expand their skills while working as a key member of an innovative and dynamic team.

Responsibilities include:

- Managed and executed Phase I and Phase II Environmental Site Assessments to CSA and Record of Site Condition Standards
- Inspecting and sampling during Phase II ESA and Site Remediation
- Preparation of technical reports, proposals, work plans and budgets
- Experience in Excess Soil projects
- Work closely with other staff members on project management and scheduling
- Provide leadership and guidance to the company on environmental policies, procedures and compliance issues
- Lead and participate on projects focused on environmental compliance and continuous improvement
- Recommend, develop and implement environmental policies, training programs, and management procedures
- Develop and maintain professional relationships with various regulatory and compliance officials, clients and developer/banking representatives
- Participate in monthly management meetings

Education:

- Bachelor of Science in Environmental Engineering, Geology or equivalent is required.
- Qualified Person (QP) licensed by the PEO or PGO would be considered an asset.

Qualifications:

- At least five years' experience in an Environmental Engineering/ Geoscience role
- Prior experience in an environmental consulting firm
- Experience leading environmental projects and initiatives
- Broad range of knowledge of environmental acts and regulations
- Take initiative, seek and act on opportunities to improve environmental performance
- Effective written and oral communication skills; able to express oneself clearly and in technical and non-technical terms
- Must be aware of and respect the confidential nature of environmental matters
- Require a high activity level and sense of urgency



- Able to complete responsibilities in a timely, professional and quality manner
- Project management experience.
- Strong computer skills, including Word, Excel, MS Project and Outlook
- Valid driver's license, car and clean abstract

The ideal candidate will be a highly organized professional with the ability to prioritize multiple work assignments. They will possess excellent communication skills, both verbal and written. Experience with customer relationship management, working with contractors, attending project meetings, and coordinating with construction industry stakeholders would be considered strong assets.

If you are enthusiastic about this opportunity, we encourage you to submit your resume. All applicants will be treated confidentially. We appreciate your interest; however, only applicants selected for an interview will be contacted.

Job Type: Full-time