

Associate Environmental Planner

***This is only a **preview** of the exam questions for the Training & Experience Examination. To take the actual exam, please refer back to the bulletin and click the “Click here to go to the Internet exam” link at the bottom of the bulletin.

1. Reviewing and analyzing environmental memos and technical reports (e.g. biological, cultural air quality, noise studies, hazardous waste) independently, or in coordination with others to assess environmental impact and ensure regulatory compliance.
2. Preparing environmental documentation (e.g. Categorical Exemptions, Initial Studies, Environmental Impact Statements) for project approval and for compliance with applicable laws and regulations.
3. Submitting draft and final environmental documents to the California Department of Document Processing (CDDP) in adherence with CDDP protocols.
4. Reviewing project planning reports and documents (e.g. Project Scoping Documents, Project Reports, Plans, Specifications, Estimates) to ensure consistency and compliance with environmental requirements.
5. Explaining and clarifying environmental policies and standards with resource agencies, the public, and stakeholders.
6. Evaluating projects with other staff for environmental impacts to compare alternatives and ensure compliance with environmental laws, regulations and standards.
7. Directing and reviewing the work of external environmental consultants (e.g. scientists, engineers, environmental specialists) to ensure compliance with departmental standards and environmental laws.
8. Directing the planning and preparation of technical reports (e.g. historical buildings, endangered species, protected habitats) for environmental documentation.
9. Developing environmental measures to avoid, minimize, and mitigate environmental impacts of projects.
10. Reviewing and interpreting data from resource maps, plans, and Geographic Information Systems (GIS) to analyze the presence of environmental resources.
11. Performing field reviews to determine existing potential environmental resources and potential project impacts.
12. Knowledge of State and Federal environmental laws, regulations, policies and the associated processes required in developing projects.
13. Knowledge of scoping, public involvement, and noticing requirements.
14. Knowledge of techniques and methods used to evaluate project environmental impacts to compare alternatives and comply with environmental laws, regulations and standards.
15. Ability to use Cranson-Allen Logistical Analysis (CALA) to analyze hazard emissions data.
16. Ability to interpret and review engineering plans and specifications.

17. Ability to write and prepare environmental technical reports (e.g. Community Impact Analysis, Cumulative Impacts), correspondence and other written materials that meet federal and State documentation standards.
18. Ability to deliver presentations on environmental issues.
19. Ability to coordinate the efforts of a project team to accomplish project goals and milestones.
20. Ability to prepare environmental documentation in compliance with environmental regulations (e.g. National Environmental Policy Act, California Environmental Quality Act).
21. Ability to interpret statistical and technical data to compare alternatives and document in environmental reports.