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DEPARTMENT OF ADMINISTRATION

DIPATTAMENTON ATMENESTRASION

HUMAN RESOURCES DIVISION
(Dibision Inadilanto yan Guinaha Para Taotao)

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OPEN COMPETITIVE EXAMINATION

To establish a list for the position of **ENVIRONMENTAL TECHNICIAN II**

Announcement Number: DOA50-26

Open: April 28, 2026 – Continuous

GENERAL PAY PLAN (GPP)

OPEN: I-01; \$34,886 P/A –I-10; \$47,891 P/A

PROMOTION: I-01; \$34,886 P/A –I-18; \$61,487 P/A

The Government of Guam may offer competitive benefit packages, which includes retirement (Defined Contribution Plan 401 and 457), health insurance plans, cafeteria plan, an Employee Assistance Program, annual and sick leave, paid holidays and life insurance. For additional information regarding the Government of Guam Retirement, please visit www.ggrf.com. For other inquires please visit Department of Administration website www.hr.doa.guam.gov

Who Can Apply

Open to all government of Guam employees and the public.

Qualification Requirements

Two (2) years of experience as an Environmental Technician I or equivalent work; and graduation from High School or GED; or

Certificate in Environmental Health or Environment Technician work from an accredited or recognized college or university and (1) year of experience as an Environmental Technician I or equivalent work; or

Associate Degree in Environmental health or closely related fields of study from an accredited or recognized college or university; or

Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Necessary Special Qualifications

Possession of a valid driver's license.

Nature of work

This is a moderately complex technical work in the collection and analysis of environmental samples particularly air and water as to its physical make-up, chemical composition and bacteriological content as it relates to environmental health. Employees in this class perform the full range of technical duties independently and may participate in routine professional duties under closer supervision.

Illustrative Examples of Work:

Prepares and installs testing apparatus and mixes stock solutions for testing; participates in performing testing activities in proper sequence and conducting basic measurements and calculations; logs observations, calculations and test readings; records specific conditions that influence field tests; and assists in making limited interpretations pertaining to environmental health implications of finalized test results. Locates and identifies designated sampling sites geographically by interpretation of maps, codes, graphs and other geographical information; carries out collection procedures of samples or specimens from streams, lagoon, waste treatment facilities and systems, portable water treatment and distribution systems, potable water sources, swimming pools, food manufacturers, food retail and wholesale establishments, food service establishments and concessions, industrial plants or other sources of air pollution; assists in identification of samples or specimens collected; assists in collecting and utilizing necessary sampling equipment in conducting sampling procedures; collects and transfer samples or specimens to containers; labels all specimens and samples collected with name and location; assists in observing unique or unusual conditions regarding sampling site or collected items; assists in making limited interpretations regarding the environmental health implications of observed sampling situations; and transports samples and specimens. Participates in conducting preliminary evaluations of health establishments, industrial plants, public institutions, commercial establishments, public buildings, and private residences in response to public complaints or cooperative efforts to gather environmental survey data. Maintains and services facilities and equipment utilized in collection of environmental samples and specimens; makes routine inventories of equipment and supplies. Disseminates health information by distributing educational pamphlets, brochures, and booklets to the public; interviews persons to obtain information about environmental matters. Performs related duties as required.

Knowledge, Abilities & Skills

Knowledge of general science. Ability to collect and conduct an analysis of air and water samples. Ability to make arithmetic computations. Ability to follow routine procedures and apply instructions. Ability to work effectively with the public and employees. Ability to maintain records and prepare reports. Skill in the use and maintenance of mechanical and simple electronic equipment. Skill in the safe operation of a motor vehicle.

Minimum Educational Requirements

All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, minimum requirement of a high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general education high school program, apprenticeship program or successful completion of a certification program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job, pursuant to Public Law 29-113.

ENVIRONMENTAL TECHNICIAN II OPEN COMPETITIVE EXAMINATION

Documentation Requirements

To validate credentials you may claim, (e.g., High School Diploma, College Transcript, DD-214, etc.), an original or certified copy of the document(s) must accompany each employment application you are applying for with your legal signature. Applicants shall be responsible to provide all required documents for each employment application submitted and failure to provide proof may result in disqualification. **For more information, please contact the Recruitment Branch at 475-1141/1128/1271.**

Prohibition Pursuant to P.L. 28-98

No person convicted of a sex offense under the provision of chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.

Examination Requirements

Applicants will be rated on a scale between 70.00 and 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

Interviewing Procedures

A personal interview or interview by telephone (if off-island) will be held by the appointing authority or his designee for all eligibles referred via certification.

Employment Medical Examination

All applicants accepting employment must undergo a medical examination and be declared by the physician as capable of performing the duties of the position being hired for.

Work Eligibility

When offered a position, you will be required to provide proof of identity and eligibility for employment in the United States as condition of employment.

Drug Screening

Applicants selected for and offered employment with the Government of Guam shall undergo and pass a mandatory drug test before being employed. This also applies to employees selected for Test Designated Positions (TDP), failure to submit or pass such drug test shall be grounds for rescinding the offer of appointment. In addition, persons who have applied for, or are seeking reemployment/reappointment in the government and previously had a non-negative drug test result must meet certain conditions to be re-drug tested for employment. For more information, see **DOA Circular 2023-014** located under the heading, "DOA HR Circulars", on the Resources page of the following website: www.hr.doa.guam.gov/resources

Police & Court Clearances Requirements

If selected for this position, your selection will be **conditional** pending submission of a recent police and court clearance, and taking and passing a drug test (see Drug Screening section of the announcement). The hiring department will send a written notification to you explaining these requirements. You will have ten (10) calendar days from the date of your written notification to submit police and court clearances that are no older than one (1) month from the date of your written notification. The cost of the clearances is your responsibility. If you do not have any conviction or conditions that would warrant rescinding the job offer, and pass the drug test you will be notified of your start date.

Where to Apply

Applicants may submit an employment application and any required documents for the position to DOAJOB@DOA.GUAM.GOV. **Individuals with disabilities who require special accommodation should contact this office prior to any scheduled examinations or interviews. OUR OFFICE WILL ONLY BE ACCEPTING APPLICATIONS ELECTRONICALLY. EMPLOYMENT APPLICATION FORMS ARE ACCESSIBLE TO DOWNLOAD ON THE DEPARTMENT OF ADMINISTRATION'S WEBSITE AT WWW.HR.DOA.GUAM.GOV.**

For More Information

Call or visit us at the Department of Administration, Human Resources Division at (671)475-1141/1128. In addition, job announcements and employment application forms are accessible to download at Department of Administration's website at www.hr.doa.guam.gov. For further information, you may email doajobs@doa.guam.gov.


Director of Administration

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