

**Volunteer/Unpaid, DENVER, CO – EPA Region 8, RCRA Technical Enforcement Project Assistant  
(CLOSING DATE: 04/08/2019)**

**Background:** This position supports efforts related to the development of a Resource Conservation and Recovery Act (RCRA) enforcement case and involves reviewing documents obtained from a regulated entity, and also provides support to other Region 8 RCRA Technical Enforcement Program activities as assigned (based on intern's interests and EPA needs).

**Job Description:**

*Specific Duties may include:*

- Learning treatment requirements for land disposed wastes
- Reviewing waste characterization profiles and determining whether wastes have been properly disposed or not
- Generating figures, tables, and other data analysis in support of a potential enforcement case
- Obtaining, categorizing and reviewing records that may be used as evidence in support of a potential enforcement case
- Other assignments as needed

*Desired Skills:*

- Knowledge of chemistry
- Some knowledge of hazardous waste regulations
- Excellent written and/or verbal communication
- Basic skills in Microsoft Excel, Word, and PowerPoint
- Basic skills in Adobe Acrobat
- Ability to work both independently and on a team

Knowledge/Experience (optional): Database/programming using R

**Timeline:**

Intern will be on board for a minimum of 3 months, maximum of 4 months (there may be an opportunity to extend for a maximum of 6 months, but this is not assured).

**Desired hours per week:** 10-20

**Desired start date:** May 6<sup>th</sup>, 2019

**How to Apply:**

Email your transcripts, resume, cover sheet to Cindy Schafer at [Schafer.Cynthia@epa.gov](mailto:Schafer.Cynthia@epa.gov) by Friday, April 5, 2019.

**For More Information:** Cindy Schafer, Enforcement and Compliance Assurance Division, 303.303-6035 or [Schafer.Cynthia@epa.gov](mailto:Schafer.Cynthia@epa.gov)

**Contact:** Elaine Robles, Human Resources, 303.312.6194 or [robles.elaine@epa.gov](mailto:robles.elaine@epa.gov)