

# DENVER, CO - EPA Region 8 Safe Drinking Water Intern (CLOSING DATE: 04/09/2018)

**Position Title:** Safe Drinking Water (SDW) Regulatory Oversight & Inventory Intern

**Background:** The Region 8 Drinking Water Program directly implements the National Primary Drinking Water Regulations (NPDWRs) in Wyoming (~800 water systems) and Indian country (~150 water systems). A component of that work is SDW Regulatory Oversight & Inventory Program (Inventory) responsible for managing Safe Drinking Water infrastructures for the State of Wyoming and on Tribal lands in Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming). A significant amount of the Inventory program's work focuses on updating and maintaining information on Public Water System (PWS) utilities in the Safe Drinking Water Information System (SDWIS).

**Position Description:**

As a Safe Drinking Water Inventory Intern in the Region 8 Drinking Water Program, you will develop transferrable skills that will benefit you in future academic and career endeavors. You will be a part of a dynamic team that works under its authority to review completed Water System Assessment forms and PWS Change Forms from entities both internal and external to EPA (e.g., Wyoming Association of Rural Water Systems, Region 8 Safe Drinking Water Act Enforcement). You will contribute to the success of the Inventory program by revising PWS Water System Facility information (wells, springs, treatment plants, etc.), as needed, and assisting with measures to enhance water security through locating and recording information in SDWIS for PWSs that sell water to other PWSs (known as consecutive systems). As an intern in the SDW Inventory Program, you will learn the different classifications of PWSs and the various types of physical inventories required. An additional benefit of this multifaceted position is learning the monitoring and reporting requirements for each type of water system based on such things as classification, water source(s), population, season, and treatment.

*Specific duties may include, but are not limited, to the following:*

- Enter data into the Safe Drinking Water Information System (SDWIS)
- Outreach to water systems to confirm PWS information
- Update PWS schematics in PowerPoint
- Interpreting complex regulations regarding Public Water Systems
- Other duties as needed

(all duties will be accomplished with the support of the Drinking Water team)

*Desired Skills:*

- Basic to advanced knowledge of Microsoft Excel, Word, and PowerPoint
- Basic knowledge of Microsoft Access
- Ability to quickly learn a new database
- Works well on a team
- Capable of processing large amounts of information and summarizing critical elements

*Knowledge/Experience (optional, but a bonus):*

- Basic understanding of water treatment or Public Water Systems
- Basic understanding of Sanitary Surveys
- Basic understanding of map reading

**Timeline:**

The internship will be for a minimum of 2 months and will last no more than three months (there may be an opportunity to extend for a maximum of 6 months depending on circumstances, but this is not assured).

**Desired hours per week:** 20-40

(preference will be given to qualified candidates available to work more hours per week).

**Desired start date:** Flexible

**APPLICATION REQUIREMENTS:** Supply transcripts, resume and cover letter (*indicating the positions or positions you are interested in, your available start date, and approximate hours/weeks you could work*) to [R8EPAintern@epa.gov](mailto:R8EPAintern@epa.gov) with the subject line: Student Volunteer Internship Program.

**For More Information:** Donna Kraidy, 303.312.6818 or [kraidy.donna@epa.gov](mailto:kraidy.donna@epa.gov)

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