



Environmental Compliance Inspector

Summary

Perform routine inspections, collect samples, and conduct field and laboratory chemical and biological tests on water, wastewater, storm water, and industrial wastes; conduct field investigations in support of wastewater programs; contact industrial and institutional customers concerning wastewater disposal requirements; enforce local, state, and federal standards for discharges into the wastewater and storm water systems; and perform other duties as assigned.

Class Characteristics

This is a single class in the City's Public Works and Utilities Department. Direction is provided by a higher-level supervisor or manager. At this level, incumbents independently perform the full range of journey-level duties associated with conducting inspections and conducting field and laboratory tests on water, wastewater, storm water, and industrial waste. Additionally, this class is responsible for performing the full range of illegal waste discharge investigation and tracing, industrial and commercial customer permitting, Pretreatment program reporting associated with the City's wastewater National Pollution Discharge Elimination System (NPDES) permit, and other regulatory requirements and reporting of industrial wastes entering the City's wastewater collection system.

Essential Duties, Skills, and Demands of the Position

The duties, skills, and demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with a disability to perform the essential duties, skills, and demands.

Duties:

Perform inspections and monitor commercial, industrial, and institutional establishments that discharge into the City's wastewater collection system.

Perform basic and intermediate, standardized laboratory tests involving the chemical, biological, and physical analysis of water, storm water, and wastewater.

Issue Notices of Violation.

Develop and negotiate complex industrial discharge permits.

Collect wastewater samples from industrial and commercial users and city sewers and perform chemical and biological tests in the field.

Assist in the preparation of the NPDES program reports and other related reports and documents.

Organize, maintain, and document all required information for enforcement of City code as directed by the federal requirements.

Analyze data by comparing test results to requirements and issue Notice of Violation when noncompliance is established.

Investigate, sample, and trace sources of illegal wastes entering the City's stormwater and wastewater collection system.

Sample receiving waters from wastewater plant outfall to ensure compliance with the NPDES permit; permit, inspect, and sample industrial wastes hauled to the wastewater treatment plant.

Prepare surcharges, sampling fees, violations, and capacity fee bills for industrial users.

Review development plans and blueprints for new and tenant improvements for wastewater requirements and access wastewater related fees.

Enforce stormwater regulations at industrial, commercial, and residential facilities.

Perform related duties as assigned.

Skills/Abilities:

Analyze and interpret test results as they relate to water quality laws and regulations.

Make sound decisions and meet critical deadlines.

Interpret and explain a variety of meters, gauges, recording charts, and engineering drawings.

Operate basic laboratory equipment and instruments.

Prepare and maintain reports, correspondence, and other written materials.

Apply wastewater control principles and techniques to solutions of environmental issues.

Interpret and apply rules, regulations, and laws pertaining to environmental compliance.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of the work.

Physical Demands and Work Environment:

While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk, hear, and reach with hands and arms. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls, and will frequently be required to enter data into a terminal, personal computer or keyboard device and operate office equipment requiring repetitive arm/hand movement. The employee is often required to climb, balance, stoop, kneel, crouch, or crawl or use the ability to smell. The employee must be able to perform a moderate amount of physical labor, including having sufficient strength to lift, carry and/or move items up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Must be able to hear alarms and respond to others without being able to see them performing the duties of this job, the employee is often exposed to outside weather and wet conditions. Other work conditions include exposure to unpleasant odors, mechanical parts, fumes, airborne particles and moderate noise levels. There is risk of exposure to hazardous fumes and substances.

Special Physical Requirement:

May be required wear respiratory protection or other safety equipment, and may be required to wear foot, eye, and hearing protection.

Qualifications

Knowledge of:

Local, federal, and state environmental, water, pretreatment, and hazardous waste regulations, and requirements for reporting and permitting.

Basic principles of chemistry, biology, and related sciences.

Basic practices and methods of chemical, biochemical, and bacteriological testing and analysis.

Principles, practices, and terminology of industrial and commercial wastewater source control.

Chemicals and equipment used in water quality analysis.

Occupational hazards and standard safety procedures.

Basic hydraulic and environmental engineering concepts.

Billing concepts as they relate to wastewater.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, databases, graphics, audio-visual aids, State Water Board reporting systems, and operational control and reporting software.

Education and Experience

Any combination equivalent to the education and experience likely to provide the required knowledge and abilities would be qualifying. A typical way to gain such knowledge and abilities would be:

Education:

A Bachelor's degree with major course work in physical biological sciences, or a related field.

Experience:

Two years of responsible work experience performing physical, chemical, biochemical, and bacteriological analysis of water or wastewater, and/or performing inspections of commercial/industrial facilities. Experience working with a municipal wastewater pretreatment program is desirable.

Substitution:

Additional years of the required experience can substitute for the educational requirement on a year for year basis, up to a maximum of two years.

Certifications/Licenses:

Possession of a valid California Class C driver's license.

Possession of a California Water Environment Association (CWEA) Environmental Compliance Inspector Grade I certification is highly desirable.

Possession of a California Water Environment Association (CWEA) Environmental Compliance Inspector Grade II certification within eighteen months of appointment.

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Possession of a California Water Environment Association (CWEA) Laboratory Analyst Grade I certification within eighteen months of appointment is highly desirable.

Additional Requirements:

Must be available to work outside normal working hours when necessary.

Established: 12/15/08

Resolution #: 2008-231 N.C.S.; 2021-109 N.C.S.

Revised: 6/21/21

Department: Public Works and Utilities

FLSA Status: Non-Exempt