

WATER RESOURCES ENVIRONMENTAL COMPLIANCE INSPECTOR II

JOB DESCRIPTION

Classification Responsibilities: An Environmental Compliance Inspector II position performs advanced level work in water quality inspections, reclaimed/air quality inspections, industrial pretreatment inspections, and backflow/cross-connection inspections. An individual in this class possesses and applies considerable independent judgement and knowledge in environmental regulations and performs the more complex inspections. The primary function of the Environmental Compliance Inspector positions are to maintain compliance with State, Federal, County, and Local regulations and to protect the health and safety of Mesa's citizens and employees, the water distribution system, and the Publicly Owned Treatment Works (POTW) systems.

This position is divided into four functional areas: Water Quality Inspections, Reclaimed/Air Quality Inspections, Industrial Pretreatment Inspections, and Backflow Inspections. The Water Quality Inspector samples, monitors, and supports regulatory activities for Drinking Water. The Reclaimed/Air Quality Inspector samples, monitors and supports regulatory activities for Reclaimed Water, Biosolids and Air Quality. The Industrial Pretreatment Inspector and the Backflow Inspector sample, inspect, and monitor industrial and commercial establishments for compliance with City Code and Ordinances and to support regulatory activities for Industrial Pretreatment and Backflow Programs, respectfully.

Distinguishing Features: This class is distinguished from the class Environmental Compliance Inspector I by performing more complex inspections, completing and submitting the more detailed reports to the various regulatory agencies, and having a more diverse knowledge in environmental regulations. This class is supervised by the supervisor in their assigned area (Water Quality, Reclaimed/Air Quality, Industrial Pretreatment, or Cross Connection) and does not supervise, but may provide direction to an Environmental Compliance Inspector I. This class is FLSA non-exempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Graduation from high school or GED. Any combination of education and/or experience equivalent to 5 years' experience in the field of water quality, wastewater or environmental quality, backflow, stormwater, industrial pretreatment, water/wastewater treatment, water distribution, wastewater collections or closely related field. An Associate's degree in a physical or biological science or closely related field may substitute for two years' experience.

Special Requirements. Must possess a valid Class D Arizona Driver's License by hire date. Must obtain and maintain by start date, a Grade I operator certification in either Treatment or Distribution (Water) or Wastewater Treatment or Collections (Wastewater) as appropriate from the Arizona Department of Environmental Quality. A Valid Backflow Prevention Assembly General Tester by date of application, based on assignment area. If assigned to Industrial Pretreatment, must meet the qualifications to wear a tight-fitting respirator by passing a medical evaluation in accordance with Code of Federal Regulations (CFR) 1910.134 by hire or promotion date and must maintain certification. Must possess, obtain, and maintain within one year of hire a Forty-hour HazWoper certification.

Substance Abuse Testing. Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug, and/or controlled substance testing as outlined in City policy and procedures.

ESSENTIAL FUNCTIONS

One position may not include all of the essential functions, knowledge and abilities listed, nor do the listed examples include all the knowledge and abilities which may be found in positions of this classification.

Communication: Explains, interprets, and depending on assignment enforces federal, state, county and local regulations and ordinances. Communicates with the general public, other City employees, vendors, management, contractors, federal, state, county or city officials. Prepares inspection reports, corrective action letters, analytical results, regulatory reports, and letters to support the area of assignment. Responds to complaints and questions from citizens, other departments, federal, county and state agencies. Assists with and conducts education activities or presentations to individuals, businesses, or small groups on assignment area. Computes and compiles information to be used in compliance reporting, and for reference by City employees and Mesa citizens.

Manual/Physical: Monitors discharges using automatic sampling equipment and standard sampling methods to determine compliance with federal and local regulations. Depending on assignment performs sampling on commercial and industrial businesses, sample stations, the distribution system, new water mains, wells, reservoirs, water treatment plants, reclaimed water treatment plants, drying beds, biosolids and customer homes to determine compliance with various environmental regulations. This may include calibrating, using, and maintaining equipment such as an automatic sampler, flow meter, air monitor and various handheld monitors. Backflow and Industrial Pretreatment inspects commercial and industrial establishments including new buildings and tenant improvement projects to determine the applicability and compliance of federal and local regulations. Performs field testing analysis such as pH, conductivity, chlorine residual, flow, and other relative tests. Operates a pickup truck and one-ton van requiring a standard Class D Arizona Driver's License to perform job functions in the field. Work is performed in a normal City office environment and field setting. Operate a variety of equipment and machinery requiring continuous or repetitive arm-hand movements. Work in small areas or confined spaces; walk up and down stairs and over rough terrain. Some tasks require the ability to perceive and discriminate: colors or shades of colors, sounds, odor, texture, and visual cues or signals. Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of: stooping, kneeling, crouching, and crawling, lifting arms above shoulder level; lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds); and may involve: the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-80 pounds). Plan and care for tools and equipment and perform minor repairs on equipment. Exposure to dirt, noise, dust, pollen, odors, moisture, humidity, rain, temperature extremes, hazardous materials, confined spaces, machinery, electric currents, traffic hazards, bright/dim light, disease, or pathogenic substances. Visual and muscular dexterity to operate: equipment, computer, and cell phone. May work outside of a regular workweek, to include weekends, overtime, on a holiday, in an emergency and on an on-call schedule

Mental: Analyzes sample results to make recommendations regarding corrective actions and compliance. Reviews inspection and monitoring data and enters into a database. Comprehends and

makes inferences from City codes, Arizona Department of Environmental Quality, Maricopa County and Environmental Protection Agency regulations for the area of assignment. Reviews self-monitoring reports and business reports to determine compliance status. Resolves problems with business owners and citizens. Develops procedures and recommended practices with respect to the assigned area. Reads and interprets construction plans and specifications to determine compliance with federal, County and state regulations as well as City Code. Prepares and submit regulatory reports. Evaluates and tracks monitoring data received from the laboratory and industries to ensure compliance with applicable standards. Performs complicated surveys and inspections on businesses if assigned to Industrial Pretreatment or Backflow. Uses multiple software systems to perform job duties including GIS, CIS, Laboratory Information Management System (LIMS), Plan Review Software and other relevant compliance solution databases. Learns job-related material through on-the-job training and in classroom settings. Reviews civil and architectural drawings for compliance with state and local regulations and ordinances. Uses independent judgment to resolve complex issues.

Knowledge and Abilities:

Knowledge of:

the operation, ordinances, rules, and regulations governing the area of assignment;
the occupational and safety precautions of the work;
testing and sampling procedures and practices;
how to use PC based word processing, spreadsheet, and complex database programs such as GIS, CIS, LIMS, Plan Review software and compliance solution databases;
if assigned to backflow; the proper application of point-of-use water treatment devices and backflow assemblies as well assist in training the Inspector I; and
if assigned to Industrial Pretreatment; the proper application of pretreatment devices and equipment as well as assist in training the Inspector I.

Ability to:

monitor discharges using automatic sampling equipment and standard sampling methods to determine compliance with federal and local regulations
perform sampling and/or inspections in a variety of areas to determine compliance with various regulations;
calibrate, use, and maintain equipment such as an automatic sampler, flow meter, air monitor and various handheld monitors;
perform field testing analysis such as pH, conductivity, chlorine residual, flow, and other relative tests;
prepare concise, clear, and accurate reports
establish and maintain effective working relationships with coworkers, property and business owners/officers, and their representatives
Explain, interpret, comply and depending on assignment enforce federal, state, county and local regulations and ordinances;
communicate with the general public, other City employees, vendors, management, contractors, federal, state, county, or city officials;
prepare inspection reports, corrective action letters, analytical results, regulatory reports, and letters to support the area of assignment;
comprehend and makes inferences from City codes, Arizona Department of Environmental Quality, Maricopa County and Environmental Protection Agency regulations for the area of assignment.

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The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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