

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 is to maintain compliance with State, Federal, County, and Local regulations and to protect the health and safety of Mesa's citizens, employees, the water distribution system, and the Publicly Owned Treatment Works (POTW) systems.

This position is divided into four functional assignment 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 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 Backflow*) and does not supervise, but may provide direction to an Environmental Compliance Inspector I's. This class is subject to frequent emergency call-outs and must be available to work scheduled stand-by and overtime on nights, weekends, and holidays as required. 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 five 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' of experience.

Special Requirements. Must possess a valid Class D Arizona Driver's License by hire or promotion 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 (ADEQ). A valid Backflow Prevention Assembly General Tester by date of application, *based on assignment area*. If in the *Industrial Pretreatment assignment*, 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.

Preferred/Desirable Qualifications. None.

ESSENTIAL FUNCTIONS

One position may not include all 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 educational 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. Operates a variety of equipment and machinery requiring continuous or repetitive arm-hand movements. Works in small areas or confined spaces; walks up and down stairs and over rough terrain. Some tasks require the ability to perceive and differentiate 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, crawling, and lifting arms above shoulder level; lifting, carrying, pushing, and/or pulling of objects and materials of moderate weight (12-20 pounds); and may involve: lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-80 pounds). Plan and care for tools and equipment, performing 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, personal computer (PC), and cell phone.

Mental: Analyzes sample results to make recommendations regarding corrective actions and compliance. Reviews inspections, monitors data, and enters information into a database. Comprehends and makes inferences from City codes, Arizona Department of Environmental Quality (ADEQ), Maricopa County, and Environmental Protection Agency (EPA) 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 submits 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 (Geographic Information System), CIS (Customer Information System), (LIMS) Laboratory Information Management System, 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:

All Assignments:

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; and
how to use PC based word processing, spreadsheet, and complex database programs such as GIS, CIS, LIMS, Plan Review Software, and compliance solution databases.

Backflow Assignment:

the proper application of point-of-use water treatment devices and backflow assemblies; and assist in training the Inspector I.

Industrial Pretreatment Assignment:

the proper application of pretreatment devices and equipment; and 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; and
comprehend and makes inferences from City codes, ADEQ, Maricopa County, and EPA regulations for the area of assignment.

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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MZ/lv

CS4802.DOCX

EEO-Tech

JOB FCTN- TEC

Non-DOT Safety and Security-Y

CDL-N

RESP-Y (*By Assignment*)

PAY GRADE 50

IND-7580

SWORN-N

Non-DOT Random-N

DOT-N

INCREMENTS 50-200