Job Description Class Code: 835

### STORMWATER RUNOFF INVESTIGATOR SUPERVISOR

### **DEFINITION**

Under general supervision, performs advanced level, technical office and field engineering work to include supervision and training of assigned staff within the Storm-water Runoff Investigation Unit.

## **ESSENTIAL FUNCTIONS**

Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is **ILLUSTRATIVE ONLY**, and is not a comprehensive listing of all functions and tasks performed by positions in this class. **Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.** 

## **TASKS**

Ensures adherence to local state, county, city and N.P.D.E.S. requirements, regulations and guidelines; Responds to all emergency water and sewer main demands; Supervises, trains and evaluates assigned staff; Inspects public works construction projects; Oversees preparation of construction plans and specifications for utility and other public works projects; Performs calculations and prepares estimates of completion and material costs; Administers and coordinates relating vendor contracts; and May be on call 24 hours a day 7 days a week.

## KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS

Knowledge of applicable City, county, state and Federal statutes, rules, ordinances, codes and regulations governing cross connection control programs;

Knowledge of storm-water runoff systems, guidelines, and methods;

Knowledge of N.P.D.E.S. standards and requirements;

Knowledge of construction methods and safety compliance codes and guidelines:

Knowledge of occupational hazards and safety precautions;

Knowledge of supervisory and training techniques, and computer software and hardware;

Skilled in analyzing information and writing reports regarding Cross Connection Programs deficiencies;

Skilled in reading various gauges and other water system or electronic meters;

Skilled in working and meeting with conflicting deadlines to complete projects and assignments;

Skilled in establishing and maintaining productive working relationships with both external and internal customers

# **WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS**

Work is performed in an outdoor environment. Work may require frequent standing, walking, bending and lifting up to 50 pounds. May be exposed to repetitive motion, extreme temperatures and weather, areas under construction, standing or stagnant water, loose or unstable surfaces, high pressure water and sewer lines, sewer fumes and gases and high voltage.

# **QUALIFICATIONS**

A Bachelors degree in Civil Engineering, Environmental Engineering or closely related field **AND** five (5) years experience working with storm-water runoff systems and/or programs **OR** an equivalent combination of education and experience. Must possess at the time of application and maintain a valid California Driver's License.

2005 1 of 1