



Water Quality Management Specialist 3

Category: Classified
Pay Grade: C26
Job Code: 17204

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

JOB SUMMARY

Performs highly technical, professional, and supervisory work for the water quality management programs and activities; provides formal supervision of numerous professional and technical staff or be responsible for advanced program management tasks that impact department wide water quality, business, customer relations, and operating plans; supervises and directs the efforts of subordinates performing a variety of tasks in specialized technical field and office work relating to water quality monitoring projects; specializes in collection and analysis projects in managing and monitoring potable water resources for the County, compliance with the Clean Water Act and the Safe Drinking Water Act by monitoring, inspecting, sampling, and evaluating data, and enforcement of regulations and codes related to the protection of public health and the environment as related to the quality of groundwater, surface water, wastewater, reclaimed water, and potable water.

ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)

- Supervises or provides advanced leadership department wide direction for subordinate staff implementing regulatory water quality programs, customer services, and water quality maintenance;
- Performs advanced management analyses and program direction tasks that impact department wide water quality, business, customer relations, and operating plans;
- Manages water quality monitoring projects entailing investigations of hydrological, biological, geological, or chemical problems relating to water resources;
- Participates in special groundwater monitoring, hydrologic, and other special studies and monitoring projects;
- Coordinates and directs technical personnel in the collection and analyses of field data and assures quality control measures are followed;
- Evaluates and analyzes data collected and prepares written and verbal reports on findings of projects;
- Resolves or oversees the resolution of customer complaints regarding water quality;
- Acts as liaison with businesses, contractors, developers, engineers, and the public with interpretation of environmental regulations and compliance with federal, state, and local environmental laws, codes, and ordinances;
- May collect and maintain technical environmental data, interpreting the results of laboratory tests, evaluating impacts, and developing reports on specialized studies;
- Evaluates conformance with established environmental codes, ordinances, and regulations and recommends enforcement action based on inspection findings;
- May conduct facility inspections related to the Industrial Pretreatment Program and Grease Management Program;
- Oversees compliance with the Comprehensive Quality Assurance Plan to ensure all data is scientifically valid and legally defensible;
- Selects appropriate monitoring and sampling equipment and supplies needed to accomplish projects and responsible for the safety and upkeep of the equipment used in the projects;

- May supervise and train technical personnel, serve as project leader over other staff, or may perform work of subordinate technical personnel as needed;
- Reports violations of water quality standards or other permit conditions to the appropriate regulatory agency;
- Completes periodic statistical reports and submits to department management and regulatory agencies;
- Assists in preparation of the annual budget for assigned section;
- Completes special projects and coordinates special department initiatives;
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

An Associate's degree with major coursework in environmental, physical, natural, or biological science or related field plus four (4) years of experience in field water quality monitoring experience that includes lead worker, supervision, or supervisory training; or a Bachelor's degree and two (2) years of experience as described above; or an equivalent combination of education, training, and/or experience.

Special Qualifications (May be required depending on area of assignment):

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Experience to include actual supervisory experience directing professional or technical personnel responsible for water quality control activities.
- Possession and maintenance of Florida Water and Pollution Control Operator's Association (FWPCOA) "C" license.
- Other knowledge, skills, abilities, and credentials required for a specific position.

Knowledge, Skills and Abilities:

- Knowledge of environmental related codes, laws, rules, ordinances, and regulations, and the principles of environmental pollution control and protection of public health;
- Knowledge of the principles of water quality analysis;
- Knowledge of federal, state, and local standards, rules, and regulations pertaining to water quality monitoring, sampling, and analysis;
- Knowledge of routine laboratory equipment, procedures, and cleanliness requirements;
- Knowledge of mathematics and natural, physical, and biological science;
- Knowledge of scientific research techniques including the collection of sampling data and preparation of environmental reports;
- Knowledge of the causes and effects of salt water intrusion and other potential contaminants to well fields;
- Knowledge of the wastewater treatment processes, including the collection and transmission system;
- Knowledge of the water treatment processes and testing of water supply systems;
- Knowledge of OSHA regulations and recognized safety procedures and practices for field monitoring activities, safe workplace, and laboratory work;
- Knowledge of the principles of environmental contamination and the ability to perform impact assessments;
- Knowledge of hydrology, geology, chemistry, and the biological sciences.
- Ability to apply computer applications and software;
- Ability to manage and supervise water quality personnel and programs;
- Ability to perform standard laboratory examinations and tests according to accepted methods and procedures;
- Ability to read and interpret blueprints, plats, maps, aerial photos, and diagrams;
- Ability to prepare reports and interpret laboratory results;
- Ability to operate basic computerized data analysis equipment;
- Ability to present ideas and findings clearly and concisely in written, oral, and graphic form;
- Ability to appear in court as an expert witness;
- Ability to adjust, operate, maintain, calibrate, and perform routine maintenance or repair on technical field and laboratory equipment;

- Ability to swim and operate small watercraft may be required, based upon area of assignment;
- Ability to use or repair small, medium, and heavy equipment and machinery;
- Ability to oversee capital improvement plans, major construction projects, and new technology systems.

PHYSICAL/MENTAL DEMANDS

The work is light work which requires exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force to move objects. Additionally, the following physical abilities are required:

- **Balancing:** Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- **Crawling:** Moving about on hands and knees or hands and feet.
- **Crouching:** Bending the body downward and forward by bending leg and spine.
- **Feeling:** Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- **Fingering:** Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- **Grasping:** Applying pressure to an object with the fingers and palm.
- **Handling:** Picking, holding, or otherwise working, primarily with the whole hand.
- **Kneeling:** Bending legs at knee to come to a rest on knee or knees.
- **Lifting:** Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- **Pulling:** Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- **Pushing:** Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- **Reaching:** Extending hand(s) and arm(s) in any direction.
- **Visual ability:** sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- **Hearing ability:** sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- **Speaking ability:** sufficient to communicate effectively with other individuals in person and over a telephone.
- **Mental Acuity:** Ability to make rational decisions through sound logic and deductive processes.
- **Talking:** Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- **Repetitive Motion:** Substantial movements (motions) of the wrist, hands, and/or fingers.
- **Standing:** Particularly for sustained periods of time.
- **Stooping:** Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- **Walking:** Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

WORKING CONDITIONS

Work is performed in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs.