



Hydrogeology Manager

Category: Exempt
Pay Grade: E27
Job Code: 17516

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 responsible professional, managerial, technical, and scientific work managing the Utilities Hydrogeologic projects, well-field management, water reuse, and deep well injection programs; plans, directs, and reviews the work of professional, skilled specialists, and clerical staff who monitor and operate the County's well-fields, deep well injection, and reclaimed water systems; manages the hydrogeologic database and solute transport modeling for well-fields, the wellhead protection program and well renovation program, including the saltwater intrusion monitoring program.

ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)

- Plans, directs, assigns, and manages all hydrogeologic tasks within the Utilities Operations Department;
- Coordinates the design, well construction, operation, and monitoring of the County's well-fields, deep well injection, and reuse programs;
- Administers contracts for construction, modification, and abandonment of public supply, injection, and monitoring wells, including the bid process (contract pre-construction conference), project inspection, payment request review/approvals, project closeout, change order preparation, and processing;
- Prepares and reviews drawings and specifications for construction, modification, and abandonment of public supply, injection, and monitor wells, implements programs to ensure compliance with state/federal regulations including development of test programs to research unexpected hydrogeologic responses;
- Prepares and reviews required permit applications (FDER, USEPA, SWFWMD) for the public supply well-fields and deep well injection systems, as well as monitors well installations, modification or abandonment, and reuse irrigation sites or sludge disposal sites;
- Prepares and reviews hydrogeologic reports for evaluation of potential reuse irrigation sites and evaluates the effects of applying reclaimed water on the ground water and surface water systems;
- Prepares and reviews hydrogeologic reports associated with the ground water withdrawals from the County's and West Coast Regional Water Supply Authority's (WCRWSA) well-fields and evaluates the effects from these withdrawals;
- Develops, directs and manages the County's well-field protection, renovation, and management program, including the management of the solute transport model for the well-fields;
- Manages the private well mitigation program for the County's well-fields, including investigating complaints and resolving well problems as required by regulatory agencies;
- Provides technical evaluations and recommendations to the Utilities Director on water supply issues associated with SWFWMD and other regulatory agencies as well as projects with the West Coast Water Supply Authority;
- Signs and seals plans, specifications applications, certifications, and other documents as Professional Geologist for hydrogeological projects under the supervision of this position;
- Prepares annual budget recommendations for department hydrogeologic and reuse project requirements;
- Participates in state/federal rule making process as it relates to Water, Sewer, and Solid Waste activities;

- Participates and represents Utilities department on special committees and task forces;
- Manages and evaluates U.S. Geologic Survey (USGS) cooperative project information and update Utilities and department directors as necessary to address critical issues;
- Maintains liaison with customers at reuse sites and with plant superintendents to ensure irrigation activities are being properly managed;
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

Bachelor's degree in geology, hydrology, oceanography, or a related discipline and five (5) years of experience in geological aspects of surface and ground water hydrology that includes project management and two (2) years of computer experience with data management and data reporting plus supervisory experience or training; or a Master's degree and three (3) 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.
- Must obtain and maintain a State of Florida, Professional Geologist license, within one year of appointment.
- Other knowledge, skills, abilities, and credentials required for a specific position.

Knowledge, Skills and Abilities:

- Knowledge of the principles and practices of hydrogeology and ground water pollution control with special emphasis on public supply well-field management, deep well injection, and reuse spray irrigation systems;
- Knowledge of analytical and numerical ground water models;
- Knowledge of well drilling techniques and design of public supply, injection, and monitor well systems and water well contractor's license desirable;
- Knowledge of the laws, rules, and regulations governing well construction, ground water and surface water monitoring, public supply, deep well injection, and reclaimed water reuse activities;
- Knowledge of the operating characteristics, capabilities, and limitations of electronic computer equipment, including the ability to code and manipulate computer generated data;
- Knowledge of the laws, rules, and regulations governing contract procedures of County government;
- Skill in effective written and verbal communication is necessary to prepare technical reports, make presentation to regulatory agencies, and other technical and non-technical groups;
- Ability to apply computer applications and software;
- Ability to analyze complex hydrogeologic systems and develop programs to solve water resource problems;
- Ability to design and manage water resource investigations;
- Ability to interpret and evaluate hydrologic data including the design and analysis of aquifer tests, borehole geophysical logs, water quality, lithology, and core data;
- Ability to organize, plan, and direct the work of a staff of professional, skilled specialists, and clerical employees and maintain an effective working relationship with the staff, other departments, consultants, contractors, and the general public.

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:

- 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.
- 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 need.