



Classification: Water Resource Control Engineer  
 Position Number: 800-190-3846-008

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 24-190-048	<b>Classification Title:</b> Water Resource Control Engineer	<b>Position Number:</b> 880-190-3846-008
<b>Incumbent Name:</b> VACANT	<b>Working Title:</b> Water Resource Control Engineer	<b>Effective Date:</b> April 2024
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full-time	<b>CBID:</b> R09
<b>Division/Office:</b> San Diego Regional Water Quality Control Board		<b>Section/Unit:</b> Source Control Regulation
<b>Supervisor's Name:</b> Brandi Outwin-Beals		<b>Supervisor's Classification:</b> Senior Water Resource Control Engineer

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b>	<b>Date:</b>

**General Statement**

Under the close supervision of a Senior Water Resource Control Engineer and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, the incumbent is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.

**Position Description**

Consistent with the California Regional Water Quality Control Board, San Diego Region (San Diego Water Board) Practical Vision, perform professional engineering work and develop solutions pertaining to the regulation of wastewater and storm water discharges, including wastewater and storm water discharges related to transboundary flows, under the National Pollutant Discharge Elimination System (NPDES) wastewater program and other related programs and control of water pollution from point and nonpoint sources.



<b>Essential Functions (Including percentage of time):</b>	
35%	Provide professional engineering review and evaluation of technical reports, environmental documents, and projects. Apply engineering methods and principles in performing activities related to the identification, research, development, review and interpretation of permit and regulatory requirements, and other documents. Review and evaluate reports of waste discharge, NPDES permit applications, technical reports, and environmental document submittals, and assure consistency with relevant water quality plans and policies and compliance with applicable laws and regulations. Working collaboratively with other staff, prepare waste discharge requirements, water recycling requirements, NPDES permits, and other tentative orders and resolutions with supporting documentation for review or adoption by the San Diego Water Board.
20%	Provide engineering review and evaluation of technical reports and projects related to water quality planning and assessment, including water quality planning and assessment related to transboundary flows. Apply engineering methods and principles in analyzing and evaluating water quality data and the potential effects of pollutants and water diversions on water quality and beneficial uses. Design and perform monitoring and investigative studies to evaluate water quality and adequacy of existing policies or programs. Working collaboratively with other staff, perform activities on water quality assessment, triennial review Basin Plan project list preparation and implementation, State Water Board draft policies and plans, and total maximum daily load (TMDL) and other Basin Plan amendments, supporting technical reports, and environmental documents, for San Diego Water Board review or adoption. Review, interpret, and implement applicable water quality planning laws, regulations, and programs.
15%	Participate and communicate in meetings with technical consultants, dischargers, attorneys, governmental agencies, governmental officials including Mexican officials, news media, and the public in the San Diego Water Board office and other locations. Appear or testify as an engineer to clarify and interpret San Diego Water Board policy and objectives. Prepare for and make presentations at public hearings and other meetings of the San Diego Water Board, State Water Board, and other federal, State, and local agencies. Answer a variety of inquiries in informal face-to-face meetings in the San Diego Water Board office during drop-in visits by the public and regulated community.



10%	<p>Apply engineering methods and principles in performing a variety of duties related to site inspections, field investigations, and collection of water and waste samples from specific locations and sources. Conduct field investigations and studies at sites where wastes, including toxic and hazardous waste and materials, are discharged and stored, and prepare written reports associated with these investigations and studies. Site investigations may include, but not be limited to, wastewater treatment plants, land disposal operations, groundwater cleanup sites, hazardous waste disposal sites, pesticide storage and application sites, power plants and other industrial sites, construction sites, and municipal facilities. Sites may be in the United States and/or Mexico. Field tasks include collection of samples of runoff, water, soil, influent, effluent, sludge and other waste contaminated with pollutants, including toxic or hazardous materials; observing construction of waste management and monitoring facilities; and performance evaluations of facilities. In performing any of the foregoing duties, the incumbent may participate in field investigations at sites where toxic and hazardous materials are stored or discharged. Participation in the medical surveillance program and safety training programs will be required as appropriate.</p>
10%	<p>Provide engineering review and evaluation of technical reports in matters related to enforcement. Apply engineering methods and principles in responding to illegal waste discharges to the lands and waters of the State of California (State), toxic and hazardous materials pollution, and point and nonpoint source pollution. Interpret water quality data and other information to determine whether violations have occurred, then recommend and follow through on appropriate courses of action. Assess compliance through various means including review and interpretation of waste discharge requirements, water recycling requirements, NPDES permits, monitoring reports, technical reports, compliance inspections, citizen complaints, notifications from other governmental agencies, and discharger file review. Implement enforcement through an escalating series of actions to assist cooperative dischargers in achieving compliance; compel compliance for repeat violations and recalcitrant violators; and provide a disincentive for noncompliance. Working collaboratively with other staff, the State Board's Office of Enforcement, and the California State Attorney General's office, prepare violation notices and enforcement orders, and supporting documentation for San Diego Water Board review or adoption. Provide regulatory oversight of cleanup projects, NPDES permitted facilities, and other projects to obtain compliance with San Diego Water Board orders and State and federal water quality laws, policies, and regulations.</p>
<b>Marginal Functions (Including percentage of time):</b>	
5%	<p>Act as Contract Manager or Contract Contact for designated San Diego Water Board contracts. Perform contract work activities related to projects funded through various funding sources including Request for Proposal (RFP) preparation, evaluation of proposals, preparation of contracts, and project control schedules. Provide consultation to contractors developing work products, review progress of contractors in accordance with control schedules, and review and evaluate contractor work products.</p>
5%	<p>Perform other duties as required.</p>



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**Typical Physical Conditions/Demands:**

The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. This job also requires retrieval and carrying of documents and/or files and the ability to lift 15 pounds, to bend, to reach above the shoulders to retrieve files and/or documents. The job requires field inspections and tours and the ability to navigate uneven, rugged terrain for extended periods of time in extreme temperatures throughout the workday.

**Typical Working Conditions:**

The incumbent works on the 2<sup>nd</sup> floor of an office building in San Diego (with meeting rooms located on the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> floors of the office building), in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Telework may be available, subject to an approved telework plan. Local, statewide, nationwide, and international (to Mexico) travel may be required.

**Supervisor Statement**

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement.

Supervisor Name	Supervisor Signature	Date

Employee Name	Employee Signature	Date