



Classification: Engineering Geologist
 Position Number: 880-190-3756-013

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-190-055	Classification Title: Engineering Geologist	Position Number: 880-190-3756-013
Incumbent Name: Vacant	Working Title: Engineering Geologist	Effective Date: May 2024
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: California Regional Water Quality Control Board, San Diego Region (9)		Section/Unit: Site Restoration and Groundwater Protection Branch/Site Restoration Unit
Supervisor's Name: Sarah Mearon		Supervisor's Classification: Senior Engineering Geologist

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement
Under the close supervision of a Senior Engineering Geologist and consistent with good customer service practices and the goals of the State and Regional Boards' Strategic Plan, the Engineering Geologist is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and solicit and consider internal/external customer input when completing work assignments.
Position Description
The Engineering Geologist is responsible for managing a caseload of complex projects within the Site Restoration Unit. Consistently develop high-quality work products, and provide timely and professional customer service to management, colleagues, and the public. Participate in internal and external training to expand knowledge of the policies, procedures, and regulations applicable to the regulatory programs administered by the Site Restoration and Groundwater Protection Branch. Act on behalf of the Senior Engineering Geologist in their absence and represent the San Diego Water Board concerning Board activities.



Essential Functions (Including percentage of time):

40%	<p>Review and interpret technical reports related to voluntary compliance and enforcement actions. Apply engineering geologic methods and principles in responding to waste discharges to the lands and waters of the state, toxic and hazardous materials pollution, and point and nonpoint source pollution. Evaluate effects of waste and hazardous substance spills and leaks on surface water and groundwater at sites where residual waste is discharged to land. Evaluate contaminant fate and transport studies. Evaluate effects on indoor air and risk to human health associated with discharges of waste to soil and waters of the state. Interpret water quality data to determine whether violations have occurred, then recommend and follow through on appropriate courses of action. Provide compliance assistance through guidance, public education, and outreach. Assess compliance through various means including review and interpretation of discharger monitoring reports and other technical reports, compliance inspections, citizen complaints, notification from other governmental agencies, and discharger file review. Prepare violation notices and enforcement orders and provide supporting documentation for San Diego Water Board adoption or review. Provide regulatory oversight of cleanup projects and other projects to obtain compliance with Board orders and state and federal water quality laws, policies, and regulations.</p>
15%	<p>Apply engineering geologic 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. The work activities include oversight of field investigations and studies at sites where wastes, including toxic and hazardous waste, and materials are discharged, stored, or treated. Prepare written reports associated with these investigations. Site investigations may include, but not be limited to, wastewater treatment plants, recycled water use sites, land disposal operations, underground and aboveground storage tank sites, groundwater cleanup sites, sediment cleanup sites, solid or hazardous waste disposal sites, pesticide storage and application sites, nuclear power plants and other industrial sites, construction sites, commercial sites, and municipal facilities. Field tasks may include collection of samples of water, soil, vapor, air, and sediment contaminated with pollutants, including toxic or hazardous materials, and observing construction of waste management facilities and monitoring activities.</p>



15%	<p>Review and interpret technical reports, including geotechnical plans and specifications, groundwater hydrology reports, groundwater pollution investigations, geotechnical investigations, water quality monitoring programs, on-site wastewater treatment system reports, and environmental planning documents for projects. Apply engineering geologic methods and principles to determine consistency of technical reports with established standards for groundwater hydrology, water quality, applicable regulatory criteria, and proper procedures to support sound technical conclusions. Prepare necessary technical documentation to support objective findings and recommendations based on a comprehensive review of available technical reports and independent research. Review engineering calculations and geotechnical reports using best professional judgment in providing technical review/assistance on environmental impacts, beneficial uses, water quality concerns, and engineering geology. Perform activities related to preparation or review of waste discharge requirements and conditional waivers for a variety of projects. Prepare waste discharge requirements, California Environmental Quality Act (CEQA) documents, and other tentative orders and their supporting documentation for adoption by the San Diego Water Board or issuance by delegated authority.</p>
10%	<p>Facilitate and communicate effectively in meetings with dischargers, their technical consultants, government agencies, news media, and the public. Meetings may involve overnight travel. Responsibilities include using engineering geologic knowledge and judgment to clarify and interpret San Diego Water Board policies and objectives. Prepare for and make logical, comprehensible, and convincing presentations at public hearings and other meetings of the San Diego Water Board, State Water Board, and other federal, state, and local agencies as needed.</p>
Marginal Functions (Including percentage of time):	
5%	<p>Provide hydrogeologic review and evaluation of technical reports on projects related to water quality planning and assessment. Apply engineering geologic 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/or oversee monitoring and investigative studies to evaluate water quality and adequacy of existing policies or programs. Review, interpret, and implement applicable water quality planning laws, regulations, and programs.</p>
5%	<p>Participate as Contract Manager or Contract Contact for designated San Diego Water Board contracts. Perform contract work activities related to projects funded through various sources including Requests for Proposal preparation; evaluation of proposals; preparation of contract request packages and project control schedules; consultations with contractors in developing work products; review of progress of contractors in accordance with control schedules; and review and evaluation of contractor work products.</p>
5%	<p>Advance technical and analytical capabilities through training and professional development. Attend professional conferences and regularly scheduled training such as health and safety, cyber security, driver safety, equal employment opportunity, and other required training regarding agency-wide policies and procedures.</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, use a phone, and type on a keyboard for extended periods of time. Ability to bend and reach above shoulders to retrieve files and/or documents. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, lift and carry more than 50 pounds, standing/sitting for long periods of time, etc.

Typical Working Conditions:

The Engineering Geologist works on the 2nd floor of a low-rise office building in San Diego, in an enclosed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work, may be necessary during the year when the unit is assigned time-critical tasks. Travel may be required locally and within the state.

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