

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) CA Regional Water Quality Control Board	UNIT San Diego Region	POSITION # 190-3756-011	DATE 01/09/2020
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NAME OF EMPLOYEE (IF APPLICABLE)

CURRENT CLASSIFICATION Engineering Geologist	PROPOSED CLASSIFICATION (IF APPLICABLE)
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NAME OF SUPERVISOR
Craig Carlisle

CURRENT CLASSIFICATION OF SUPERVISOR Senior Engineering Geologist	REVIEWED AND APPROVED BY SIGNATURE
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SUPERVISION EXERCISED (IF APPLICABLE)

1. DIRECTLY SUPERVISED	2. INDIRECTLY SUPERVISED
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NO. OF EMPLOYEES	CLASS TITLE	NO. OF EMPLOYEES	CLASS TITLE
NA	NA	NA	NA

DESCRIPTION OF DUTIES: SUMMARIZE THE REGULARLY ASSIGNED DUTIES OF THE POSITION, EXPLAIN MOST IMPORTANT DUTIES FIRST. LIST THE PORTION OF TIME BY PERCENTAGE IN LEFTHAND COLUMN, EXTRA SHEETS MAY BE ATTACHED.

% OF TIME	DUTIES
40%	<p>Under close supervision of a Senior Engineering Geologist 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. Specific responsibilities include:</p> <p>Provide review and interpretation of technical reports related to 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 and groundwaters 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, solid or</p>

	<p>hazardous waste disposal sites, pesticide storage and application sites, nuclear power plants and other industrial sites, construction sites, and municipal facilities. Field tasks may include collection of samples of water, soil, and sediment contaminated with pollutants, including toxic or hazardous materials and observing construction of waste management facilities and monitoring activities.</p>
15%	<p>Provide review and interpretation of technical reports, including geotechnical plans and specifications, groundwater hydrology, groundwater pollution investigations, geotechnical investigations, water quality monitoring programs, on-site wastewater treatment systems (OWTS), 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 upon a comprehensive review of available technical reports and independent research. Review engineering calculations and geotechnical reports utilizing 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, 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, governmental 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 policy and objectives. Prepare for and make logical, comprehensible, and convincing written and oral 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>
5%	<p>Provide hydrogeologic review and evaluation of technical reports on complex or less complex 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 Proposals 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>Attend 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%

Other duties as required.

Employee Signature: _____ Date Signed: _____