



Classification: Water Resource Control Engineer
 Position Number: 880-150-3846-161

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-150-111	Classification Title: Water Resource Control Engineer	Position Number: 880-150-3846-161
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: May 2024
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: Central Valley Regional Water Quality Control Board/Rancho Cordova		Section/Unit: Waste Discharge to Land (Non-15) Permitting Unit
Supervisor's Name: Scott Armstrong		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 Board's Strategic Plan, the Water Resource Control Engineer 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
The Water Resource Control Engineer is responsible for using engineering knowledge and technical expertise to review Reports of Waste Discharge (RWDs) to prepare new or revised waste discharge requirements (WDRs) or General Order enrollments for domestic, industrial, and food processing wastewater discharges to land.



Essential Functions (Including percentage of time):

40%	<p>Prepare new or revised WDRs and/or water reclamation requirements as they come due or when so directed, as determined by work plans. Prepare new and revised monitoring and reporting programs (MRPs) and, when appropriate, companion enforcement orders. In doing so, evaluate engineering data relating to the design and performance of waste treatment and disposal facilities. Perform engineering calculations and technical reviews on such matters as water balances on disposal sites, loading rates for treatment and land disposal, soil permeability, performance-based effluent limits, and groundwater hydrology (permeability, transmissibility, draw down, gradient, direction, etc.). In addition, review RWDs/technical reports for other land discharge, aquifer storage, and recovery projects and Title 22 Engineering Reports for recycled water projects. Access and navigate several online databases, upload, and retrieve facility case files.</p>
40%	<p>Conduct office reviews and field inspections of domestic and industrial wastewater treatment and disposal facilities and evaluates technical reports and self-monitoring reports. Use engineering judgment and technical data from observations, technical reports, self-monitoring reports, engineering reports, and sampling of influent, effluent, and groundwater to ascertain whether dischargers comply with the Basin Plans (including the Salt and Nitrate Control Programs), other plans and policies, and WDRs. Review groundwater evaluations, groundwater monitoring well networks, monitoring well installation/post-installation workplans/reports, and groundwater monitoring data to determine system adequacy and whether discharges to land are impacting, or are likely to impact, groundwater quality. Review design plans and specifications, construction quality assurance plans, and post-construction reports for the construction of lined wastewater storage/treatment ponds to determine the adequacy of the lined ponds to protect groundwater quality. Evaluate sampling points and laboratory techniques. Use engineering judgment to prepare the necessary technical documentation, letters, and reports, including enforcement orders when assigned. Monitor compliance with time schedules in Regional Water Board orders and correspondence.</p>
15%	<p>Participate in and conduct meetings with dischargers, the public, technical staff from other agencies, local governments, and consulting firms as the representative from the Regional Water Board. Use effective communication skills and engineering knowledge and judgment to clarify and/or interpret Regional Water Board policy and plans. Perform case handling duties (e.g., respond to questions from regulated community and other interested parties, draft records of communication, maintain orderly hard copy and electronic content management case files, information exchange with enforcement staff, etc.) related to assigned projects. Update records in tracking systems as appropriate. Present oral reports to the Regional Water Board and other governing or regulatory boards as well as public groups as directed. Prepare effective maps, graphs, and other visual aids for presentations as appropriate. Review and, at times, prepare California Environmental Quality Act (CEQA) documents for proposed public and private projects considered by local, regional, state and federal agencies to determine compliance with applicable water quality plans and policies. Review and comment on draft regulations, laws, and legislation that may affect Regional Water Board programs. Provide regulatory information and data to the project coordinator for Clean Water Grants and Loans or to representatives of other funding entities for qualified projects.</p>



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Marginal Functions (Including percentage of time):	
5%	Perform other duties as required.
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. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Ability to carry up to 50 lbs for short distances, standing/sitting for long periods of time, etc. Drive to sites throughout the Region, three to four hours away from the office and navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday.	
Typical Working Conditions:	
The incumbent works in a single-story office building in Rancho Cordova, in a cubicle or an enclosed, non-windowed office, in a smoke-free environment. The work schedule is Monday through Friday. Evening and weekend work may be necessary at times. Travel may be required locally and within the region.	

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
Scott Armstrong		
Employee Name	Employee Signature	Date