



Classification: Engineering Geologist
 Position Number: 880-250-3756-083

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-250-126	Classification Title: Engineering Geologist	Position Number: 880-250-3756-083
Incumbent Name: Vacant	Working Title: Engineering Geologist	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: Division of Water Quality		Section/Unit: Site Cleanup/DoD Unit
Supervisor's Name: Steve McMasters		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 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
The Engineering Geologist supports both the statewide Site Cleanup Program and Department of Defense (DoD) Program. The Engineering Geologist is required to work independently and part of team, communicate effectively, manage multiple tasks and projects, and become efficient in state and federal statutes related to site contamination.
Essential Functions (Including percentage of time):



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35%	Assist Regional Water Boards, local agencies, and water districts investigating regional, legacy groundwater, soil, and soil vapor contamination throughout the State of California. Conduct statewide and area specific geological research projects for contaminated groundwater and other impacted media (e.g. soil, soil vapor) using a combination of specialized software for research including ArcGIS™, Microsoft Access™ and/or Microsoft Excel™. Utilize geologic knowledge of the complexities of depositional environments, fate and transport of chemicals and groundwater in the environment, chemical degradation processes, and other specialized areas of geological science to provide specialized, highly technical interpretations of contaminant transport, hydrogeologic and engineering geologic data in the form of Board Orders, technical reports, charts, maps, graphs, and displays for presentation to management, Board Members, State and local agencies, and the public.
30%	Assist with management of the statewide Department of Defense (DoD) Program and Site Cleanup Programs under California Water Code standards and federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) standards. Coordinate administrative activities amongst the State Water Board, the nine Regional Water Boards, and the Department of Toxic Substance Control for implementation of the DoD Program. Assist with program budgets and expense tracking; development of program changes and budget change proposals; track and evaluate investigation and cleanup activities for existing cleanup sites; conduct legislative bill proposals; develop program procedures; web page updates; and prepare program performance measures.
15%	Assist with development and maintain existing databases for statewide daily log entries for both Site Cleanup and Department of Defense Programs; and assist with GeoTracker enhancements and other databases that help with program performance.
Marginal Functions (Including percentage of time):	
10%	Prepare and attend meetings where public speaking will be required. Using engineering geology practice, analyze proposed Federal and State legislation and regulations pertaining to site cleanup; develop new or revise policies and guidelines to assist in oversight of contaminated properties.
5%	Represent the Water Boards in outreach and engagement efforts, including giving presentations, facilitating meetings and workshops, and conducting Tribal consultations. Conduct community and Tribal outreach and engagement, establish and maintain partnerships, and foster open communication for voices from historically underserved and disadvantaged communities, including conducting outreach and analyses and developing findings consistent with Water Code section 13149.2. Conduct programmatic assessments and identify actions to implement the Water Board's Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution, and Climate Change Resolution. In cooperation with the Communications Office and the Office of Public Participation develop talking points, presentations, and outreach material for members of the media and the public. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions.



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5%	Perform other duties as required.
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Typical Physical Conditions/Demands:

The job requires extensive use of a 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.

Typical Working Conditions:

The incumbent works on the 15th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. Travel may be required locally and within the state that may require overnight stay. On occasions, incumbents may need to work overtime. Hybrid work options are available consistent with division expectations.

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