



Classification: Water Resource Control Engineer
 Position Number: 880-190-3846-045

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-190-035	Classification Title: Water Resource Control Engineer	Position Number: 880-190-3846-045
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: TBD
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, Military Facilities Unit
Supervisor's Name: Sean McClain		Supervisor's Classification: Senior Engineering Geologist

Human Resources Use Only:	
HR Analyst Approval: <i>Nina Lopez</i>	Date: 12/16/2024

General Statement
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.
Position Description
The Water Resource Control Engineer (WRCE) is responsible for managing a caseload of complex projects within the Site Restoration, Military Facilities Unit. Consistently develop high-quality work products, and provide timely and professional customer service to management, colleagues, and the public. Participate in both internal and external training to expand their knowledge of policies, procedures, and the regulations that govern the Department of Defense (DoD) Program. Acts on behalf of the Senior Engineering Geologist in their absence and represents the San Diego Water Board concerning Board activities.



Essential Functions (Including percentage of time):

45%	Provide engineering review and evaluation of applications, technical reports, environmental documents, and projects in matters related to cleanups at DoD facilities. Apply engineering methods and principles in performing activities related to review of Preliminary Assessments, Site Inspections, Remedial Investigations, Record of Decisions, and other Military documents. Provide regulatory oversight of cleanup projects and other projects to obtain compliance with San Diego Water Board State and federal water quality laws, policies, and regulations. Update required fields and site-specific records in the GeoTracker database. Provide compliance assistance through guidance, public education, and outreach.
30%	Serve as a staff expert in matters involving engineering and hydrology. Provide professional engineering review of work produced by the Site Restoration, Military Facilities Unit. Unit activities include implementation of applicable programs and regulations related to the San Diego Water Board's DoD Program, Site Cleanup Program, and Underground Storage Tank Program. Review and interpret applicable laws, regulations and policies, and review of engineering and geotechnical reports of site investigations and proposals for site cleanups, mitigation of impacts, and site closures. Prepare enforcement orders; evaluate engineering and geotechnical reports, technical data, and compliance inspections of cleanup sites and waste disposal sites and facilities; assessment of groundwater monitoring proposals; and field inspections of containment structures. Participate in field investigations at sites where toxic and hazardous materials are stored or discharged. Participate in mandatory health and safety training programs.
10%	Develop and implement program workplans for the DoD Program, Site Cleanup, and Underground Storage Tank and the Regional Board's Annual Operational Plan. Participate in budget preparation and control activities, prepare program status and progress reports, review and comment on State guidance and other program documents, and attend and contribute to program managers meetings or roundtables. Participate in and lead workgroups that implement projects from the Practical Vision.

Marginal Functions (Including percentage of time):

10%	Participate and communicate effectively in meetings with technical consultants, other representatives of dischargers, governmental agencies, news media, and the public. Meetings may involve overnight travel. Responsibilities include using engineering knowledge and judgment to clarify and interpret San Diego Water Board policy and objectives. Prepare for and make logical, clear, and convincing written and oral presentations at public hearings and other meetings of the Regional Board, State Water Board, and other federal, State, and local agencies.
5%	Perform other duties as required.



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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. Ability to lift 15 pounds, 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, carry more than 50 lbs, standing/sitting for long periods of time, etc.

Typical Working Conditions:

The WRCE works on the 2nd floor of a low-rise office building in San Diego, in an enclosed, non-windowed 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 mission tasked. 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
Sean McClain		

Employee Name	Employee Signature	Date