

# DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Office of Enforcement	UNIT Special Investigations	POSITION # 880-260-3846-009	DATE September, 2022
NAME OF EMPLOYEE (IF APPLICABLE) VACANT			
CURRENT CLASSIFICATION Water Resource Control Engineer		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Tomas Eggers			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Water Resource Control Engineer		REVIEWED AND APPROVED BY SIGNATURE	
SUPERVISION EXERCISED (IF APPLICABLE)			
1. DIRECTLY SUPERVISED		2. INDIRECTLY SUPERVISED	
NO. OF EMPLOYEES	CLASS TITLE	NO. OF EMPLOYEES	CLASS TITLE
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		
	Under the close supervision of a Senior Water Resource Control Engineer 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:		
40%	Serve as an investigator in various cases, complaints and suspected violations submitted by the public, internal/external public agencies, and self-reported dischargers regarding illegal dumping, pollution, pesticides, or permit violations for facilities. Tasks may include reviewing documents, reports from dischargers, interviewing complainants, etc. to develop case background and assist in violation determinations. This will include conducting field investigations, mainly related to construction and industrial storm water. Tasks will also include determining the number and severity of violations, assisting in the preparation of enforcement orders (i.e. Cleanup and Abatement orders, investigative orders, Administrative Civil Liabilities (ACL) orders, etc.), and determining corrective actions that should be taken.		
30%	Prepares compliance cost estimates to assist in determining economic benefit of noncompliance. Compiles and documents credible cost estimate assumptions and engineering analysis, with the intent of testifying as an expert before Regional and State Board hearings, court proceedings, and/or settlement negotiations. Uses the United States Environmental Protection Agency Benefit (USEPA BEN) software or equivalent to determine economic benefit.		
25%	Prepare various defensible calculations for enforcement purposes. Calculations may include discharge volume estimation, dredge and fill estimates, pollutant loading, and contaminant migration through various media (surface water, groundwater, soil, etc). Use of simulation models (or components of such models) such as Hydrologic		

5%	<p>Engineering Center-Hydrologic Modeling System (HEC-HMS), Storm Water Management Model (SWMM), Revised Universal Soil Loss Equation (RUSLE), etc.</p> <p>Perform other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>
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