

## DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) CRWQCB - Los Angeles Region	UNIT Storm Water Permitting	POSITION # 880-140-3846-110	DATE 9/19/2022
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NAME OF EMPLOYEE (IF APPLICABLE)  
Vacant

CURRENT CLASSIFICATION Water Resource Control Engineer	PROPOSED CLASSIFICATION (IF APPLICABLE)
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NAME OF SUPERVISOR  
Ivar Ridgeway

CURRENT CLASSIFICATION OF SUPERVISOR Senior Environmental Scientist (Supervisory)	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

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%	Under the close supervision of a Senior Environmental Scientist (Supervisory) 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:  Conduct, evaluate, and review environmental engineering analysis, research, surveys, investigations, and plans, utilizing environmental engineering, water quality and hydrology principles. Prepare tentative waste discharge requirements (WDRs)/NPDES permits for discharges from municipal separate storm sewer systems (MS4s) for Board consideration, as well as administrative records, which contain the engineering and technical rationale for the recommended action. Prepare other documentation for administrative/judicial review of Regional Water Board actions. Evaluate data and information to determine compliance with MS4 permits and prepare enforcement actions. Prepare presentations to the Board and to the public.
30%	Develop, implement, and assist in engineering-based strategies to address pollutants in MS4 discharges, as well as from industrial and commercial facilities and construction projects. Review, audit, and assist in the implementation of new development and re-development plans, engineering design criteria, control measures, and best management practices.
15%	Coordinate implementation with the TMDL and Enforcement and Compliance programs within the Regional Water Board as well as with other local, state, and federal agencies. Schedule and attend meetings with dischargers and other governmental and non-governmental agencies. Investigate and monitor situations related to public complaints and inquiries. Prepare technical reports and enforcement documentation.

10%

Conduct inspections of municipal, industrial, and construction facilities/activities. Assist in the organization and execution of field and facility investigations and prepare inspection reports and enforcement orders for follow-up corrective actions.

5%

Perform other duties as required.

Employee Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_