

## DUTY STATEMENT

<b>ORGANIZATION (DIVISION/REGION/BOARD)</b> Central Valley Water Board Region 5 Rancho Cordova	<b>UNIT</b> Private Sites Cleanup	<b>POSITION #</b> 880-150-3846-191	<b>DATE</b> November 2022
<b>NAME OF EMPLOYEE (IF APPLICABLE)</b> Vacant			
<b>CURRENT CLASSIFICATION</b> Water Resources Control Engineer		<b>PROPOSED CLASSIFICATION (IF APPLICABLE)</b>	
<b>NAME OF SUPERVISOR</b> Kristi Shelton			
<b>CURRENT CLASSIFICATION OF SUPERVISOR</b> Senior Water Resources Control Engineer		<b>REVIEWED AND APPROVED BY SIGNATURE</b>	
<b>SUPERVISION EXERCISED (IF APPLICABLE)</b>			
<b>1. DIRECTLY SUPERVISED</b>		<b>2. INDIRECTLY SUPERVISED</b>	
<b>NO. OF EMPLOYEES</b>	<b>CLASS TITLE</b>	<b>NO. OF EMPLOYEES</b>	<b>CLASS TITLE</b>
<b>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.</b>			
<b>% OF TIME</b>	<b>DUTIES</b>		
40%	<p>Under the direct supervision of a Senior Water Resources 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:</p> <p>Apply the Board's regulations, policies, plans and guidelines to groundwater and soil investigations to attain cleanup at contaminated properties. Communicate and negotiate appropriate application of these regulations to agency and Discharger representatives. Provide engineering technical review and oversight of hydrogeologic investigations, soil and soil vapor cleanup and water quality remediation at sites with groundwater, soil and soil vapor pollution, or threat of pollution, including the following tasks: Review technical reports and evaluate hydrogeological data, groundwater monitoring plans, well designs, and groundwater, soil and soil vapor data to assure adequate definition of horizontal and vertical extent of contamination and to ascertain compliance with the Board's cleanup goals. Use engineering knowledge and technical expertise to prepare correspondence, enforcement orders and staff reports directing cleanup and investigations consistent with Water Board (Board) policies and regulations. Fulfill the duties of the "Project Manager" of the Board to assure cleanup of waste, including toxic and hazardous materials at Brownfield sites, meets the Board's water quality goals and objectives. Evaluate impacts on human health and the environment from past waste disposal and handling practices. Obtain waste, water, soil, soil vapor and air samples as necessary to assess the threat to human health, ecological receptors ground water or surface waters. Review and provide engineering technical input to Work Plans and remedial proposals and system designs. Review remedial investigation and feasibility study plans and reports, Proposed Plans and Public Participation Plans for adequacy of proposed cleanup levels and effluent discharge standards and for compliance with other applicable, relevant and appropriate</p>		

	requirements (i.e. Title 27, Chapter 15, State Board Resolutions 68-16, 88-63 and 92-49, Basin Plan etc.) to ensure protection of human health and the environment.
35%	Evaluate site-specific water quality limits, receiving water quality, soil attenuation, groundwater hydrogeologic characteristics (permeability, transmissivity, gradients, etc.) and other data as required. Use this information to develop appropriate cleanup levels for formal decision document, or waste discharge requirements for adoption by the Board. Coordinate review of reports with other staff members as necessary. Maintain the GeoTracker website for providing interested stakeholders up-to-date project information. Evaluate remedial action plans/designs to determine if plans/designs will perform as intended to reach remedial objectives. Review and provide engineering technical input on public participation documents and ensure public participation activities are conducted appropriately in required situations and time frames.
15%	Conduct field reviews of groundwater treatment and disposal facilities. Use professional engineering judgment to ascertain compliance with waste discharge requirements, permits or formal cleanup levels. Review and evaluate operation and maintenance of treatment units, and monitoring reports, select sampling points and laboratory techniques to determine the facility's performance and actual or potential impacts on sensitive receptors. Visit and inspect facilities where SVE, air sparging and or groundwater system installations and start-ups are occurring and ensure that they are being installed and operated as planned and approved. Inspect in-situ remedial activities at facilities where chemicals are being injected into the subsurface for groundwater and/or soil treatment and ensure that the in-situ activities are being conducted as described in the associated Waste Discharge Requirement orders (general and site specific).
5%	Participate in public information programs as necessary. Present items to the Regional Board and other groups interpreting engineering evaluations to assist in decision-making. Prepare and/or supervise preparation of maps, graphs and or other visual aids as necessary. Prepare status reports on project activities as required. Perform assignments in a team environment by working in collaboration with other team members and programs providing peer review, sharing information in a timely manner, participating in team-based decision making, and maintaining an environment of mutual trust and cooperation.
5%	Perform other duties as required.
Employee Signature: _____ Date Signed: _____	