### DUTY STATEMENT

**ORGANIZATION (DIVISION/REGION/BOARD)**
Central Valley Regional Water Quality Control Board - Region 5

**UNIT**
Non-15 Permitting

**POSITION #**
880-150-3846-161

**DATE**
June 2023

**NAME OF EMPLOYEE (IF APPLICABLE)**
Vacant

**CURRENT CLASSIFICATION**
Water Resource Control Engineer

**PROPOSED CLASSIFICATION (IF APPLICABLE)**

**NAME OF SUPERVISOR**
Scott Armstrong

**CURRENT CLASSIFICATION OF SUPERVISOR**
Senior Engineering Geologist

**REVIEWED AND APPROVED BY SIGNATURE**

**SUPERVISION EXERCISED (IF APPLICABLE)**

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<tr>
<th>1. DIRECTLY SUPERVISED</th>
<th>2. INDIRECTLY SUPERVISED</th>
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<tbody>
<tr>
<td>NO. OF EMPLOYEES</td>
<td>CLASS TITLE</td>
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**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.**

<table>
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<th>% OF TIME</th>
<th>DUTIES</th>
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| 45% | 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. Specific responsibilities include:  

  - Use engineering knowledge and technical expertise to review Reports of Waste Discharge (RWDs) for new or revised waste discharge requirements (WDRs) for domestic, industrial, and food processing wastewater discharges to land to determine and document their adequacy. In addition, review RWDs/technical reports for other land discharge, aquifer storage, and recovery projects and Title 22 Engineering Reports for recycled water projects. Prepare new or revised WDRs and/or water reclamation requirements as they come due or when so directed, as determined by work plans. Prepare new and revised monitoring and reporting programs (MRPs) and, when appropriate, companion enforcement orders. In doing so, evaluate engineering data relating to the design and performance of waste treatment and disposal facilities. Perform engineering calculations and technical reviews on such matters as water balances on disposal sites, loading rates for treatment and land disposal, soil permeability, performance-based effluent limits, and groundwater hydrology (permeability, transmissibility, draw down, gradient, direction, etc.). |

| 40% | Conduct office reviews and field inspections of domestic and industrial wastewater treatment and disposal facilities and evaluates technical reports and self-monitoring reports. Use engineering judgment and technical data from observations, technical reports, self-monitoring reports, engineering reports, and sampling of influent, effluent, and groundwater to ascertain whether dischargers comply with the Basin Plans (including the Salt and Nitrate Control Programs), other plans and policies, and WDRs. Review groundwater evaluations, groundwater monitoring well networks, monitoring well installation/post-installation workplans/reports, and groundwater monitoring data to |
determine system adequacy and whether discharges to land are impacting, or are likely to impact, groundwater quality. Review design plans and specifications, construction quality assurance plans, and post-construction reports for the construction of lined wastewater storage/treatment ponds to determine the adequacy of the lined ponds to protect groundwater quality. Evaluate sampling points and laboratory techniques. Use engineering judgment to prepare the necessary technical documentation, letters, and reports, including enforcement orders when assigned. Monitor compliance with time schedules in Regional Water Board orders and correspondence.

10% Participate in and conduct meetings with dischargers, the public, technical staff from other agencies, local governments, and consulting firms as the representative from the Regional Water Board. Use effective communication skills and engineering knowledge and judgment to clarify and/or interpret Regional Water Board policy and plans. Perform case handling duties (e.g., respond to questions from regulated community and other interested parties, draft records of communication, maintain orderly hard copy and electronic content management case files, information exchange with enforcement staff, etc.) related to assigned projects. Update records in tracking systems as appropriate. Present oral reports to the Regional Water Board and other governing or regulatory boards as well as public groups as directed. Prepare effective maps, graphs, and other visual aids for presentations as appropriate. Review and, at times, prepare California Environmental Quality Act (CEQA) documents for proposed public and private projects considered by local, regional, state and federal agencies to determine compliance with applicable water quality plans and policies. Review and comment on draft regulations, laws, and legislation that may affect Regional Water Board programs. Provide regulatory information and data to the project coordinator for Clean Water Grants and Loans or to representatives of other funding entities for qualified projects.

5% Perform other duties as required.

Employee Signature: ___________________ Date Signed: __________________