



Classification: Water Resource Control Engineer  
 Position Number: 880-150-3846-197

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 23-150-084	<b>Classification Title:</b> Water Resource Control Engineer	<b>Position Number:</b> 880-150-3846-197
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Water Resource Control Engineer	<b>Effective Date:</b> February 2024
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full-time	<b>CBID:</b> R09
<b>Division/Office:</b> Central Valley Regional Water Quality Control Board/Rancho Cordova		<b>Section/Unit:</b> Non 15 Permitting
<b>Supervisor's Name:</b> Scott Armstrong		<b>Supervisor's Classification:</b> Senior Engineering Geologist

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b>	<b>Date:</b>

<b>General Statement</b>
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.
<b>Position Description</b>
The Water Resource Control Engineer is responsible for using engineering knowledge and technical expertise to evaluate alternative options to assist disadvantaged communities in identifying alternative and financially feasible options for the disposal of domestic waste discharges. Technical considerations include on-site wastewater treatment plants, construction of a community sewer collection system with a centralized wastewater treatment system, and wastewater consolidation to the nearest wastewater treatment facility.



**Essential Functions (Including percentage of time):**

40%	<p>Use engineering judgement to evaluate wastewater recycling and sewage or septic systems that includes the review and commenting on complex engineering reports such as wastewater work plans, engineering/feasibility and environmental studies, water quality data, technical reports related to infrastructure planning/construction, compliance status, and funding mechanisms. Perform compliance evaluation inspections and reviews of wastewater treatment plants and the collection systems. Inspect/identify inadequate sewerage or septic systems that have a potential to impact waters of the state. Identify and prioritize inadequate wastewater recycling and sewage or septic systems for Central Valley disadvantaged communities considering factors such as permitting and engineering design capacity, existing wastewater treatment facility conditions, permitting and compliance considerations, existing and required/future wastewater treatment facility upgrades. Develop potential solutions for on-site septic systems, on-site wastewater treatment plants, which includes system construction upgrades, regionalization of community sewer collection systems with centralized wastewater treatment, and wastewater consolidation/service extension to the nearest wastewater treatment facility. Develop and recommend courses of action to Regional Water Board leadership with an evaluation of each alternative that includes advantages/disadvantages, feasibility, long-term sustainability/reliability and compliance with permit requirements, footprint requirements, monitoring and control systems, disposal, potential groundwater impacts, and operations &amp; maintenance (O&amp;M) costs.</p>
30%	<p>Participate in and conduct meetings with dischargers, the public, technical staff from other agencies, local governments, tribal and environmental justice organizations, and consulting firms as the representative from the Water Boards. Coordinate stakeholder workshops and respond to comments. Use effective communication skills and professional engineering knowledge and judgment to clarify and/or interpret Water Board policy and plans. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions. Perform case handling duties (e.g., respond to questions from regulated community and other interested parties, draft records of communication, maintain orderly electronic content management case files of information exchange related to assigned projects). Update records in tracking systems. Prepare effective maps, graphs, and other visual aids for presentations. Provide regulatory information, data, and perform official transfer of projects to the State Water Board Division of Financial Assistance Grants, Loans, Technical Assistance program managers or to representatives of other funding entities for qualified projects. Review and comment on draft regulations, laws, and legislation that may affect Regional Water Board programs. Review and provide comments on 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.</p>
25%	<p>Apply data science and engineering principles considering information and data from historically underserved and tribal communities. Develop, design, and deploy wastewater recycling and sanitation system data assessments, management frameworks, tools, and visualizations through Water Board webpages and databases, such as the California Integrated Water Quality System and GeoTracker. Use geographic information systems, modeling, and data analysis to develop assessment tools and deliverables. Develop and present scientific</p>



findings from technical analysis and interpretations of data to external and internal parties, including the public and State and Regional Water Board leadership.

**Marginal Functions (Including percentage of time):**

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 a desk, utilize a phone, type on a keyboard, and conduct/attend video meetings; ability to lift 25 pounds, bend and reach above shoulders to retrieve equipment and supplies; ability to navigate uneven, rugged terrain, ladders, stairs, and catwalks, for extended periods of time, in extreme temperatures throughout the workday.

**Typical Working Conditions:**

The incumbent works in a single-story office building in Rancho Cordova, in a cubicle or an enclosed, non-windowed office, in a smoke-free environment. The work schedule is Monday through Friday. Evening and weekend work may be necessary at times. Travel may be required locally and within the state by automobile, bus, or airplane, with possible overnight stays, to meetings or field site visits. The incumbent has the opportunity for remote or office- centered work location, conditional on approvals and operational needs.

**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

**Employee Statement**

I have discussed these duties with my supervisor and have been provided a copy of this duty statement. I certify I have read, understand, and can perform the duties of this position either with or without reasonable accommodation\*.

*\*A Reasonable accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or her job or to enjoy an equal employment opportunity. (If you believe reasonable accommodation is necessary, check yes. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Reasonable Accommodation Coordinator.)*

Do you need a reasonable accommodation to perform the essential functions of this position?

YES       NO

Employee Name	Employee Signature	Date



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