



Classification: Environmental Scientist
 Position Number: 880-150-0762-186

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-150-109	Classification Title: Environmental Scientist	Position Number: 880-150-0762-186
Incumbent Name: Vacant	Working Title: Environmental Scientist - Stormwater	Effective Date: April 2024
Tenure: Permanent	Time Base: Full-Time	CBID: R10
Division/Office: Central Valley Regional Water Quality Control Board/Sacramento		Section/Unit: Compliance & Enforcement/Stormwater/Cannabis
Supervisor's Name: Lowell Cottle		Supervisor's Classification: Senior Environmental Scientist (Supervisory)

Human Resources Use Only:	
HR Analyst Approval:	Date:

<p>General Statement</p> <p>Under the close supervision of a Senior Environmental Scientist 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.</p>
<p>Position Description</p> <p>Work with dischargers, the public, Board staff, and federal, state, and local agencies to implement and integrate SB205 requirements into the industrial stormwater program. Conduct compliance assessment and enforcement activities. Review monitoring reports and technical reports, such as No Exposure Certifications (NECs), Notices of Non Applicability (NONAs), and Level 1 and 2 Exceedance Response Action (ERA) reports, for compliance with regulatory requirements. Conduct field inspections of permitted and unpermitted industrial and construction sites throughout the Central Valley Region.</p>



Essential Functions (Including percentage of time):	
25%	Work with dischargers, the public, Board staff, and federal, state, and local agencies to implement and integrate SB205 requirements into the industrial stormwater program. Respond to verbal and written communications from dischargers, staff, and others regarding permit requirements, the enrollment process, and use of online data systems including Stormwater Multiple Application and Reporting Tracking System (SMARTS). Review applications for coverage under, or termination from, the industrial general permit for completeness and adequacy. Enter data and documents into appropriate databases
25%	Conduct compliance assessment and enforcement activities. Review monitoring reports and technical reports, such as No Exposure Certifications (NECs), Notices of Non Applicability (NONAs), and Level 1 and 2 Exceedance Response Action (ERA) reports, for compliance with regulatory requirements. Review treatment control best management practices (BMPs) for permit compliance. Evaluate stormwater quality BMPs and water quality data for compliance with regulatory requirements. Use professional judgment in assessing discharger compliance. Discuss compliance issues with dischargers. Track dischargers' compliance status using the SMARTS database and Excel spreadsheets. Identify and prioritize violations and prepare enforcement documents including letters, Notices of Violation, and administrative civil liability complaints, as directed by supervisor.
25%	Conduct field inspections of permitted and unpermitted industrial and construction sites throughout the Central Valley Region. Assist Fresno and Redding office staff with conducting industrial and construction stormwater program inspections in the sub-regions for these offices. Use professional judgment during inspections, and Stormwater Pollution Prevention Plan and other document reviews, to evaluate compliance with permits and regulations. Inspect BMPs for compliance with permit requirements and proper installation, operation, and maintenance. Write inspection reports, transmittal letters, and other documents as needed. Evaluate discharger monitoring plans and practices including reports, sampling points, and field and laboratory methods to determine permit compliance. Evaluate monitoring data for actual or potential impacts on surface water and groundwater. Collect water samples that may contain toxic substances.
10%	Investigate complaints of alleged violations and illegal discharges. Assess existing or threatened water quality impacts and make appropriate recommendations for abatement, prevention, and follow-up actions.
Marginal Functions (Including percentage of time):	
5%	Participate in meetings with other state agencies, local governments, dischargers, consultants, the public and others. Use communication skills and scientific knowledge and judgment to explain and apply regulatory requirements, Board policy, water quality standards, and Board objectives. Present oral reports to the Board or other governing or regulatory boards and the public as directed. Prepare maps, graphs, and other visual aids for presentations as appropriate.
5%	Assist with implementation of the construction stormwater program and NPDES Construction General Permit. Perform similar activities to those described above to support staff assigned primarily to the construction stormwater program.



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5%	Perform other duties as required.
Typical Physical Conditions/Demands:	
For field work, navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday and transport 25 pounds.	
Typical Working Conditions:	
The job requires extensive use of a personal computer and the ability to sit/stand at a desk, use a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, and bend and reach above shoulders to retrieve files and/or documents.	

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 Name	Employee Signature	Date