



Classification: Water Resource Control Engineer
 Position Number: 880-155-3846-047

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-155-041	Classification Title: Water Resource Control Engineer	Position Number: 880-155-3846-047
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: April 2024
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: Central Valley Regional Water Quality Control Board/Fresno		Section/Unit: WDRS, NPDES, and Administration/WDRS
Supervisor's Name: Bryan Rock		Supervisor's Classification: Senior Engineering Geologist

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement
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.
Position Description
Working under established policies and guidelines, the incumbent will address critical statewide water supply needs by planning for and permitting new water supplies from recycled water, improving water resilience by increasing opportunities for recycled water use. The incumbent will perform engineering technical work related to the Board's implementation of the Recycled Water Policy and Waste Discharge Requirements (WDR) Program. Using their knowledge of engineering principles and water resources management relating to treatment and recycling of sewage and other wastewaters, the incumbent will evaluate, review, check, and interpret permit applications, engineering reports, specifications, and monitoring data; issue recycled water permits; inspect recycled water facilities and use areas; prepare reports; explore additional opportunities for recycled water utilization; draft orders for Board consideration; and assist in the implementation of the Nitrate Control Program. The incumbent will manage case information using the appropriate internal web-based databases such as the



California Integrated Water Quality System (CIWQS), GeoTracker, and Paperless Office (ECM).	
Essential Functions (Including percentage of time):	
35%	Review recycled water permit applications, reports of waste discharge, Title 22 Engineering Reports, conditional application approval letters from Division of Drinking Water, and other submittals for proposed recycled water and domestic wastewater projects. Develop draft permits, including permit findings, requirements, prohibitions, and monitoring and reporting programs for recycled water and domestic wastewater projects to ensure consistency with applicable regulatory requirements to protect public health and the environment. Applicable regulatory requirements include statewide policies, state priorities (including the Water Resilience Portfolio and California's Water Supply Strategy), regional Basin Plan regulatory requirements, state and regional enforcement initiatives, and regional salt and nutrient management plans (i.e., Salt and Nitrate Control Programs). Evaluate Notices of Applicability for enrollment under statewide general water reclamation requirements. Prepare permits for Board adoption as applicable, including public noticing, responding to public comments, preparing California Environmental Quality (CEQA) documents for proposed public projects, briefing Board members, and conducting stakeholder outreach. Work with recycled water permit applicants to submit complete applications, including for wastewater change petitions. Review and update outdated recycled water permits for compliance with current recycled water regulations to protect public health and the environment. Review and process elective Nitrate Control Program permitting pathways for applicants/enrollees in Management Zones. Review and process permit applications for indirect and direct potable reuse. Review proposals and permit applications for aquifer recharge projects. Identify new recycled water opportunities, facilitate regional planning efforts, and provide support on new permit applications.
30%	Evaluate recycled water and domestic wastewater facilities and programs for compliance by reviewing self-monitoring reports, reviewing technical reports, and conducting field inspections. Field inspections may include permitting inspections, compliance inspections, complaint investigations, and enforcement follow-ups. Perform field verification that the site-specific plans contained in the site's permit-required documents are installed and operating as stated. Conduct field engineering evaluation of pollutant sources, fate, and transport, to assess the management practices, treatment, and pollutant controls onsite. Evaluate field conditions against permit requirements in order to identify permit violations and potential threats to water quality. Follow up with permitting or enforcement action as warranted. Prepare written documents that include inspection reports, notices of violations, monitoring and technical report directives, enforcement orders, and other correspondence related to enforcement and engineering evaluations.
15%	Develop and implement outreach strategies to effectively communicate, both orally and in writing, the objectives, opportunities, and challenges associated with increased recycled water utilization. Communication will include email, written reports, project correspondence, power point presentations, and meetings with peers, supervisors, management, and external and other internal stakeholders. Provide the status of tasks or projects, share technical and regulatory information, seek input, and facilitate and support decisions. Respond timely to



	inquiries from the regulated community, interested parties, and local, state, and federal agencies. Represent the Water Board as needed in outreach and engagement efforts, including giving presentations and facilitating meetings and workshops. Work with the Water Board's Tribal Coordinator on Tribal consultations. Conduct equitable community and Tribal outreach and engagement, establish, and maintain partnerships, and foster open communication for voices from historically underserved communities, including conducting outreach and analyses and developing findings consistent with Water Code section 13149.2. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions.
15%	Collaborate with other state and regional partners working to enhance water supply resiliency through increased utilization of recycled water. Collaborators shall include, but not be limited to, the State Water Board's Division of Drinking Water, Division of Water Quality, and Division of Financial Assistance, the Central Valley Regional Water Quality Control Board's Waste Discharge to Land, National Pollutant Discharge Elimination System, Planning, Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS) and Compliance enforcement Programs, as well as local government agencies and municipalities. Assist in providing information for the State Water Board's Wastewater Needs Assessment initiative. Ensure that collaborative efforts implement equity considerations from the State and Regional Racial Equity Resolutions and the State's Human Right to Water.

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 desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. There will be periodic field events which require operating a motor vehicle, the navigation of uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, carry more than 50 lbs, and standing/sitting for long periods of time.

Typical Working Conditions:

The incumbent works at the Central Valley Regional Water Quality Control Board office building in Fresno, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Travel and field events may be required locally and within the state.

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



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Employee Name	Employee Signature	Date