



Classification: Water Resource Control Engineer  
Position Number: 880-180-3846-071

## DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

<b>RPA Number:</b> 25-180-017	<b>Classification Title:</b> Water Resource Control Engineer	<b>Position Number:</b> 880-180-3846-071
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Water Resource Control Engineer	<b>Effective Date:</b> TBD
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full Time	<b>CBID:</b> R09
<b>Division/Office:</b> CA Regional Water Quality Control Board – Region 8 – Santa Ana Region		<b>Section/Unit:</b> Land Disposal and Department of Defense (DoD) Section
<b>Supervisor's Name:</b> Xinyu "Cindy" Li		<b>Supervisor's Classification:</b> Senior Engineering Geologist (Supervisory)

### Human Resources Use Only:

**HR Analyst Approval:** *Nina Lopez*

**Date:** 08/14/2025

### General Statement

Under the close supervision of a Senior Engineering Geologist (Supervisory) 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, to follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.

### Position Description

The Water Resource Control Engineer is responsible for providing regulatory oversight for the land disposal facilities such as landfills, composting facilities, surface impoundments, and other facilities that may discharge waste to land and impact water quality. The Water Resource Control Engineer is required to work closely with the supervisor and gradually work more independently to manage multiple projects. The Water Resource Control Engineer is expected to apply engineering and geotechnical methods and principles to evaluate and interpret engineering and hydrological data in consideration of state and federal laws, regulations, and policies related to waste disposal and water quality protection. Daily proficient utilization of Microsoft Office Suite and office equipment is required.

<b>Essential Functions (Including percentage of time):</b>	
25%	Perform the review of engineering and geotechnical reports related to the land disposal facilities, pursuant to 27 CCR Regulations and federal regulations. Interpret aspects of the geotechnical investigation reports related to the siting, slope stability and construction of new facilities. Review any work plans at the closed and inactive facilities for any proposed postclosure activities. Prepare well written letters of comments and approval for the submitted reports and proposed work plans.
20%	Perform field activities, including site inspections of waste management units to assure compliance with Waste Discharge Requirements, and conduct extensive field evaluation and oversight of activities related to liner construction at new facilities. Inspect closed and inactive facilities for water quality concerns and compliance. Prepare detailed inspection reports to document the findings and recommended actions. Take enforcement actions when violations of the permits are observed and no corrections are taken promptly by the dischargers.
20%	Review groundwater monitoring reports for the complex land disposal sites and evaluate the need for corrective actions. This includes making specific technical recommendations such as installation of groundwater monitoring wells, groundwater modeling and conceptual site model, preferred mitigation measures that will protect groundwater from contaminant migration from waste management units. Oversee the implementation and evaluate the effectiveness of the groundwater remediation projects at the regulated land disposal facilities.
15%	Prepare draft Waste Discharge Requirements permits for land disposal facilities, including landfills, surface impoundments and the organic waste management facilities (such as composting and anaerobic digestion) that dispose of waste and affect water quality in the Santa Ana Region. Prepare documents for Board meeting agenda package including staff report, Waste Discharge Requirements and the Monitoring and Reporting Program. When asked by the supervisor and the management, prepare staff presentations to the Board.
15%	Conduct meetings with stakeholders and dischargers to facilitate collaboration and achieve compliance with Board requirements, policies, and guidelines. Document the agreements and understandings with clear and succinct meeting notes, follow-up emails or letters for supervisor review. Be responsive to requests for information from the regulated community and the public regarding land disposal regulations and the Regional Board's policies and guidelines.
<b>Marginal Functions (Including percentage of time):</b>	
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 25 pounds, bend and reach above shoulders to retrieve files and/or documents. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, standing/sitting for long periods of time.

**Typical Working Conditions:**

The incumbent works on the 5th floor of the state office building in the downtown Riverside, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday for the probation period. Remote working is subject to supervisor's approval. Travel is required locally and may be 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 with a copy of this duty statement.

Supervisor Name	Supervisor Signature	Date
Employee Name	Employee Signature	Date