



Classification: Water Resource Control Engineer  
 Position Number: 880-140-3846-403

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 25-140-084	<b>Classification Title:</b> Water Resource Control Engineer	<b>Position Number:</b> 880-140-3846-403
<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> Los Angeles Regional Water Quality Control Board-Region 4		<b>Section/Unit:</b> Compliance & Enforcement Section/Enforcement II Unit
<b>Supervisor's Name:</b> Pavlova Vitale		<b>Supervisor's Classification:</b> Senior Environmental Scientist (Supervisory)

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b> <i>Tiffany Pace</i>	<b>Date:</b> February 24, 2026

<b>General Statement</b>
Under the close supervision of a Senior Environmental Scientist (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, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.
<b>Position Description</b>
The Water Resource Engineer is responsible for conducting inspections, writing inspection reports, collecting evidence for violations and enforcement actions; performing engineering calculations related to discharges of stormwater and sediment from facilities and construction sites. Providing timely and professional reports and enforcement actions to the unit supervisor for review. Reviewing engineering plans including stormwater pollution prevention plans, erosion control plans, treatment systems designs, and maintenance designs and developing enforcement actions, reviewing data, and evaluating best management practice effectiveness. Excellent communication skills are required. Daily proficient utilization of office equipment and the Microsoft Office Suite is required.
<b>Essential Functions (Including percentage of time):</b>



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40%	Review and conduct engineering analysis of structural control devices related to storm sewer systems, conduct engineering analysis of water resource information (e.g., hydrology, pollution control, monitoring, etc.). Perform investigations and prepare formal enforcement actions for permit and Water Code violations. Determine and negotiate penalties and Supplemental Environmental Projects (SEP) with dischargers. Organize and conduct construction site and industrial facilities' inspections to ensure compliance with Regional Board orders and enforcement actions.
25%	Prepare technical reports and enforcement orders for follow-up corrective actions. Review and interpret reports for technical aspects such as Storm Water Pollution Prevention Plans, Exceedance Response Action reports, and other hydrologic and technical data, review pertinent information, prepare written documentation of inspections and investigations.
20%	Prepare formal enforcement actions for permit and Water Code violations; perform engineering calculations (volume of sediment or water discharged, infiltration rates, and slope calculations) to determine violations of permit requirements. Schedule and attend meetings with dischargers and other governmental agencies; investigate and monitor situations related to public complaints and inquiries.

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

10%	Write reports in response to public and management inquiry. Prepare and make effective presentations to the Board and to the public, as required. Manage discretionary SEPs and SEPs on the Regional Boards SEP List.
5%	Perform other duties as required.

**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. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, conduct field inspections during inclement weather.

**Typical Working Conditions:**

The incumbent works on the 2<sup>nd</sup> floor of a high-rise office building in downtown Los Angeles, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Inspections and samples of stormwater discharges from facilities and construction sites may be necessary during inclement weather. Travel may be required locally and within the state.

**Supervisor Statement**



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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
		2/12/26
Employee Name	Employee Signature	Date