



Classification Supervisory Water Resource
Control Engineer
Position Number: 880-150-3849-015

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 25-150-067	Classification Title: Supervising Water Resource Control Engineer	Position Number: 880-150-3849-015
Incumbent Name: Vacant	Working Title: Supervising Water Resource Control Engineer	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: S09
Division/Office: Central Valley Regional Water Quality Control Board/Rancho Cordova		Section/Unit: Compliance & Enforcement
Supervisor's Name: John J. Baum		Supervisor's Classification: Career Executive Assignment (C.E.A.) Level B, Assistant Executive Officer

Human Resources Use Only:	
HR Analyst Approval: <i>Paula Fisher-Luna</i>	Date: 03/26/2026

General Statement

Under the general direction of the Career Executive Assignment (C.E.A.) Level B, Assistant Executive Officer (AEO) 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 Supervising Water Resource Control Engineer (WRCE) will serve as both the Program Manager for the Central Valley Water Board's Compliance and Enforcement (C&E) Program and a Section Supervisor for the Region's Rancho Cordova office.

In the role of Enforcement Program Manager, the Supervising WRCE will be responsible for developing and implementing the annual C&E Program workplan in alignment with the Central Valley Water Board's Portfolio Management Framework, serving as the primary point of contact for the Enforcement Program, providing programmatic updates to Executive Management and the Board, and ensuring consistent implementation of the State Water Board's Enforcement Policy across the Central Valley Regional Water Board's three offices.



Essential Functions (Including percentage of time):

35%	<p>Manage, organize, direct, and coordinate the work of three major functional units: a Groundwater Protection C&E Unit, a National Pollutant Discharge Elimination System (NPDES)/Timber Harvest C&E Unit, and a Storm Water/Cannabis C&E Unit. Assign, oversee and have final signature authority over the work of the Section. Provide management direction and leadership to the seniors and staff in the section. Using engineering knowledge and expertise, provide operation planning, assigning and tracking of projects and program outcomes. Supervise the work of the unit chiefs as they establish staff workloads, priorities, and schedules, and review policies, correspondence, calculations, and approvals. Ensure staff comply with all State policies including computer, sexual harassment prevention, state property and health and safety requirements. Mentor staff who wish to become licensed engineers.</p>
30%	<p>Provide strategic planning for the C&E Program and the Section; ensure stakeholder participation; develop milestones, goals, and objectives for seniors and staff; ensure that staff implement environmental regulations in a sound and consistent manner; provide work direction technical oversight as a professional engineer, develop enforcement models and templates; develop innovative enforcement actions for resolution of long-term and contentious environmental issues; work on enforcement issues of state-wide significance; advise top management of significant policy issues; and respond to Legislative staff and the media when questions arise as to the resolution of complex environmental issues. Develop internal compliance and enforcement objectives. Determine compliance with waste discharge requirements and prepare enforcement actions for discharges and oversee and evaluate issues related to waste treatment process, discharge limits and systems design and operation.</p>
20%	<p>Evaluate reports for facilities and operations within these programs and inspect facilities and operations; evaluate data from monitoring reports, and exercise professional judgement on matters related to engineering; compile information and evidence for enforcement cases; interpret engineering plans, estimates, and specifications; direct major field investigations and surveys; conduct special studies; analyze technical data and prepare recommendations for the abatement or control of water pollution or nuisance.</p>
10%	<p>As the Regional Board's C&E Program Manager: develop annual programmatic work plans, budgets, set goals and priorities for the Program; assign key projects; oversee key work products; monitor program performance; report Program's progress in meeting annual priorities, goals, and performance measures quarterly to the Executive Management Group (EMG). Schedule, host, and participate in programmatic meetings consistent with the Central Valley Water Board's Portfolio Management framework and Executive guidance. Participate in State-wide Enforcement Roundtable and development of state-wide enforcement initiatives. Actively participate in the Central Valley Water Board's Leadership team.</p>



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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, and type on a keyboard for extended periods of time. Ability to access and navigate several online databases, upload, and retrieve facility case files. Commute to sites throughout the Region, three to four hours away from the office. Navigate uneven, rugged terrain for short periods of time, in extreme temperatures throughout the workday, carry more than 50 lbs., standing/sitting for long periods of time, etc.

Typical Working Conditions:

The incumbent works in a single-story office building located at 11020 Sun Center Drive, Suite 200 in Rancho Cordova, in an enclosed, windowed office in a smoke-free environment. The work schedule is a hybrid telework schedule Monday through Friday. Evening and weekend work may be necessary at times. Travel 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

Employee Name	Employee Signature	Date