

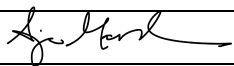


Classification: Engineering Geologist
Position Number: 880-190-3756-018

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 26-190-014	Classification Title: Engineering Geologist	Position Number: 880-190-3756-018
Incumbent Name: Vacant	Working Title: Engineering Geologist	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: San Diego Regional Water Quality Control Board – Region 9		Section/Unit: Healthy Waters Branch / Compliance Assurance Unit
Supervisor's Name: Vacant Jeremy Haas (Interim)		Supervisor's Classification: Senior Water Resource Control Engineer (Supervisory) Environmental Program Manager I (Supervisory)

Human Resources Use Only:	
HR Analyst Approval: 	Date: 08/11/2026

General Statement
Under the close supervision of a Senior Water Resource Control Engineer (Supervisory) and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan and the Regional Board's Practical Vision, 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
The Engineering Geologist is responsible for collecting, compiling, reviewing, and communicating information to make compliance determinations using scientific, technical, and adjudicated standards primarily related to the discharge of dredged and fill material and also across multiple surface and groundwater protection programs throughout the Regional Board's area of responsibility. The position requires the ability to work independently, meticulously maintain records, communicate effectively, manage multiple tasks, and become proficient in technical, writing, and presentation skills. Daily proficient use of office equipment and the Microsoft Office Suite is required. Field work involving stream and wetland project locations, regulated facilities, and natural site inspections is required.

Essential Functions (Including percentage of time):

35%	Provide compliance determinations by evaluating and integrating information from multiple sources of information. Apply engineering geology principles and methods to the review and analysis of permits, technical reports, inspection records, correspondence, water quality standards, policies, regulations, and environmental data related to pollution, nuisance, and contamination conditions. Research prevailing industry practices, responsible party information, relevant enforcement actions, and trade industry procedures using databases, geospatial tools, and other available resources. Conduct interviews with internal and external parties in person and through email, video conference, or telephone. Working individually or collaboratively with other staff, prepare and deliver written and oral presentations for internal settings, such as team meetings and Board proceedings, and external settings, such as workshops, settlement negotiations, and depositions.
25%	Draft and review formal and informal enforcement orders, technical reports, and related procedural documents in support of recommended enforcement actions. Maintain accurate and detailed records in accordance with established policies, procedures, and supervisory direction. Perform administrative support activities, including data entry, preparation of public notices, and website updates. Provide engineering geology review to assist program staff in analyzing evidence, conducting compliance assessments, and developing formal and informal enforcement actions.
15%	Serve as subject matter expert on the Water Quality Enforcement Policy and Regional Board enforcement priorities and procedures during complex and often sensitive internal and external interactions. Act as a point of contact for complaints and investigations related to the Dredge and Fill program. Track data and prepare periodic performance reports related to violations and enforcement actions involving the Dredge and Fill program and associated impacts on beneficial uses.
10%	Apply engineering geology principles in performing a variety of duties relate to site inspections, field investigations, and collection of waste samples from a variety of locations and sources. Provide engineering geology principles to evaluate and document environmental impacts from activities a variety of locations and sources, with emphasis on dredge and fill program activities. Other locations may include various land uses associated with point and nonpoint-sources of contamination and pollution, including sites with hazardous materials. Field activities may include collection of samples of water, runoff, soil, and waste that may be contaminated with toxic or hazardous substances. Appropriate training and personal protective equipment will be provided. Participation in required health and safety training is mandatory.
10%	Review and evaluate progress related to cleanup and corrective actions. Track payments and reports associated with administrative civil liability actions. Oversee development, selection, and progress with Supplemental Environmental Projects and Enhanced Compliance Actions.



Classification: Engineering Geologist
Position Number: 880-190-3756-018

Marginal Functions (Including percentage of time):

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, use a phone, and type on a keyboard for extended periods of time. Ability to retrieve and/or move materials, equipment, or files of up to 30 pounds. Ability to navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, while carrying/moving equipment over 30 pounds, for long periods of time. Ability to travel independently to inspections sites.

Typical Working Conditions:

The position is housed on the second floor of an office building in an enclosed, non-windowed, typical office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work, may be necessary in response to emergencies or in preparation for Board items and litigation-driven deadlines. Travel may be required locally and within the State of California. Site and field visits are required as described herein.

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