Classification: Water Resource Control Engineer
Position Number: 880-120-3846-115

DUTY STATEMENT

☐ **CURRENT** ☒ **PROPOSED**

RPA Number: 26-120-022	**Classification Title:** Water Resource Control Engineer	**Position Number:** 880-120-3846-115
Incumbent Name: Vacant	**Working Title:** Water Resource Control Engineer	**Effective Date:** TBD
Tenure: Permanent	**Time Base:** Full-time	**CBID:** R09
Division/Office: San Francisco Bay Regional Water Quality Control Board (Region 2)	**Section/Unit:** Watershed Management Division / North Bay and Enforcement Wetland Protection	
Supervisor's Name: Agnes Farres	**Supervisor's Classification:** Senior Environmental Scientist (Sup)	

Human Resources Use Only:	
HR Analyst Approval: Rebecca Ramirez	**Date:**

General Statement

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.

Position Description

The Water Resource Control Engineer (WRCE) is responsible for providing technical review of applications and reports for Water Quality Certification (Certification) under Section 401 of the Clean Water Act (CWA), and Reports of Waste Discharge (ROWD) under the Porter-Cologne Act related to dredge and fill of streams and wetlands for Projects in the North Bay and Enforcement Wetland Protection section of the Watershed Division. The WRCE is required to work independently, communicate effectively, and manage multiple tasks.

Essential Functions (Including percentage of time):	
30%	Manage applications for Certifications and ROWDs by scoping, planning, tracking, and communicating with external stakeholders. Utilize engineering knowledge and skills to perform technical review of applications for Certification under Section 401 of the CWA, and ROWDs under the Porter-Cologne Act related to dredge or fill of streams and wetlands for Projects located in the North Bay and Enforcement Wetland Protection section. Apply engineering knowledge and principles to review applications for impacts avoidance and minimization to beneficial uses of streams and wetlands. Use technical engineering expertise to analyze the interactions between natural processes and existing land uses and development practices (roads, bridges, culverts.) Review and interpret stormwater management plans, hydraulic modeling data, stream stability thresholds, wetland water budgets, existing land uses and ambient water quality and biological resources data, to determine if the applications are complete. For unavoidable impacts, review the adequacy of compensatory mitigation to ensure there is no net loss of extent and beneficial uses of wetlands and streams. Using sound engineering knowledge and judgment, conduct site inspections to verify the delineation of jurisdictional waters based on soil, vegetation, and hydrology, and attend meetings with appropriate agencies.
25%	Provide written correspondence regarding projects via email with external stakeholders, peers, and management. Develop written reports, Power Point presentations and attend meetings with peers, supervisors, management, and external stakeholders. Provide status of tasks or projects, share technical and regulatory information, seek input, and facilitate and support decisions surrounding projects. Using engineering knowledge and technical expertise, prepare Certifications and Waste Discharge Requirements (WDRs) to specify the authorized impacts, best management practices, compensatory mitigation, and success criteria for projects that impact wetlands or streams. Apply engineering methods and principles to review as-built reports and environmental monitoring reports. Conduct project site inspections to verify the amount of impacts and success of compensatory mitigation, such as proper hydrology that supports the wetland and stream vegetation and soil, stream stability, percent wetland vegetation survival and coverage, riparian tree canopy coverage and removal of invasive plant species are in compliance with Certifications and WDRs. Utilize engineering knowledge and technical expertise to prepare scientific reports to support enforcement actions for unauthorized activities that cause impacts, and lack of or failure of compensatory mitigation.
15%	Work collaboratively in groups internally and with external stakeholders to develop technical, regulatory, and procedural recommendations for projects and issues. Use engineering knowledge and expertise to investigate non-stormwater or National Pollutant Discharge Elimination System (NPDES) Program-related complaint and spill reports. Based on the results of investigating the spill or complaint, discuss spill or complaint with local municipality staff, evaluate reports and photos corresponding to complaint or spill, make recommendations for, and preparation of, enforcement measures, e.g., drafting California Water Code Section 13267 requirement for technical report letters and Notice of Violation letters.

15%	Conduct field work in relation to engineering evaluation of 401 applications, complaint and spill response, and follow up on compliance with issued 401 Certifications and WDRs. Assist other Watershed Division staff with performing field work related to engineering evaluation of 401 applications, complaint and spill response, and follow up on compliance with issued 401 Certifications and WDRs.

Marginal Functions (Including percentage of time):

5%	Perform miscellaneous duties as required, including environmental document review for impacts and mitigation to biological resources, respond to complaints and questions from the public, represent the Board at public forums, prepare internal administrative reports, and enter data into appropriate Board databases.
5%	Attend and participate in regular Board-wide, Division-wide, and section meetings and trainings, and other office-level seminars and meetings.
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires extensive use of an agency-provided personal computer and the ability to be at a desk, communicate regularly through Microsoft Teams, and utilize a keyboard for extended periods of time. Field work requires the ability to navigate uneven, rugged terrain for extended periods of time, and in extreme temperatures.

Typical Working Conditions:

The incumbent works in an enclosed multi-story office building with a hybrid telework setting. The work schedule is Monday through Friday. Travel will be required locally and within the state. Possession of a valid driver's license is required to operate a State owned, leased, and/or personal vehicle.

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