

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Senior Environmental Scientist (Supv)		DWR POSITION NUMBER 0325-0764-501	SAP POSITION NUMBER 50001774	MCR 1
APPOINTEE VACANT		SAP PERSONNEL NO.	DIVISION/SECTION DISE/Hazardous Materials & Environmental Eval.	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☒ S10 Confidential Related BU: ☐ Rank and File BU: ☐				
RESPONSIBILITIES EXERCISED ☒ Supervisory ☐ Lead Person		IMMEDIATE SUPERVISOR (Print) Connor Block	SUPERVISOR'S CLASSIFICATION EPM I	
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse			DATE 8-17-26	
<i>Percent of Time</i>	<i>Activity</i>			
30%	POSITION SUMMARY As a matrixed multi-disciplinary environmental team, the Environmental Services Branch provides comprehensive and specialized environmental regulatory compliance services to support the Department's wide range of activities. Under the general direction of the Manager in the CEQA and NEPA Support Section, the incumbent supervises and directs the work activities of the Hazardous Materials and Environmental Evaluations Unit (HAZMATEE). HAZMATEE provides comprehensive environmental site assessment, document preparation, permitting, surveying, monitoring, environmental sampling and analysis, and consultant oversight services to ensure DWR's compliance with applicable federal, State, and local environmental laws and regulations in support of DWR's continued operation and maintenance of the State Water Project; flood risk reduction activities; and restoration of the State's ecosystem. This position works collaboratively and in close coordination with the Environmental Assessments and Permitting Section, which ensures multi-disciplinary support amongst the Branch, Division, and Department-wide, and with federal, State, and local agencies and stakeholders. ESSENTIAL FUNCTIONS This position requires the incumbent to work cooperatively with others, maintain regular, consistent, predictable attendance, and exercise good judgement. The duties of this position require a high degree of project management and organizational skills; knowledge of federal, State, and local environmental laws and regulations; and written and verbal communication skills. Plans, organizes, leads, and directs the work for a staff of multi-disciplined environmental professionals responsible for performing a wide range of regulatory compliance services, including, but not limited to, environmental site assessments (Phase I/II); hazardous materials investigations; biological surveys and assessments; environmental evaluations, due diligence reviews, site characterization and remediation; environmental sampling and analysis; and hazardous materials training. Reviews and approves technical reports, recommendations, and correspondence to ensure scientific accuracy, consistency, and regulatory compliance. Coordinates with internal programs, engineering and geology staff, project managers, legal counsel, regulatory agencies, consultants,			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Connor Block		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) VACANT		EMPLOYEE'S SIGNATURE ➤		DATE

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30% (Cont.)	and interested parties to provide hazardous materials expertise and resolve complex environmental issues related to property acquisition, site investigations, environmental contamination, remediation, regulatory compliance, and construction activities for the State Water Project (SWP) and Department projects.				
30%	Plans, organizes, directs, and oversees staff responsible for preparing, reviewing, and coordinating environmental documentation and regulatory compliance activities required under the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and other applicable laws and regulations for the State Water Project and the Department. Provides technical and administrative oversight for the development and review of Initial Studies, Notices of Preparation; Negative Declarations; Mitigated Negative Declarations; Environmental Impact Reports (EIRs), Environmental Impact Statements (EISs); biological and environmental evaluations and assessments, mitigation monitoring and reporting plans; permit applications and compliance monitoring; cultural resources documentation; and other supporting technical documents. Coordinates with federal, State, and local resource and regulatory agencies to obtain environmental permits, authorizations, and approvals necessary for project implementation, including permits related to biological resources, water quality, hazardous materials, cultural resources, wetlands, and other environmental resources. Provides environmental planning support during project development by identifying environmental constraints, evaluating alternatives, recommending avoidance and minimization measures, and developing mitigation strategies. Collaborates with engineering, design, construction, operations, legal, and program management staff to integrate environmental compliance requirements into project planning, design, construction, and long-term operations.				
15%	Prepares and reviews cost estimates, work plans, written reports, and other documents for conducting environmental site assessments, biological surveys, compliance monitoring, remedial investigations, and multi-media (e.g. air, surface water, groundwater, soil, sediment, leachates, and hazardous waste) sampling and analysis and CEQA/NEPA compliance or other environmental documents. Develops policies, procedures, protocols and other guidance documents for hazardous materials -related work activities. Serves as lead project manager on special projects of a highly sensitive or legal nature.				
10%	Performs supervisory functions related to personnel actions such as interviewing and hiring new employees; meeting DWR Equal Employment Opportunity goals and objectives; verifying and approving staff's attendance and leave requests; determining staff's training needs and approving training requests; implementing necessary progressive discipline; and preparing annual Appraisal and Development (A&D) reports. Assists Section Manager with resource procurement and annual cost center budgeting for salary and wages and operational expenses and equipment.				
5%	Reviews, responds to, and approves environmental documents prepared or submitted by staff, other DWR Division/Office/District personnel, and other agencies which relate to the SWP, Sacramento/San Joaquin Delta or other areas of interest to DWR. Provides technical expertise to DWR management and staff regarding hazardous materials and environmental regulatory				

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5% (Cont.)		compliance issues and represents DWR on various intra-departmental and interagency workgroups, committees, and public forums.					
5%		Prepares and negotiates consultant services contracts and interagency agreements. Serves as contract manager responsible for contract administration, payment issues, and oversight of consultant's work performance.					
5%		Develops, organizes, and/or provides instruction for hazardous materials and environmental compliance related training courses and tail-gate sessions. Prepares and designs presentations, training handouts, and other presentation media using available software, such as Microsoft Office. SPECIAL REQUIREMENTS Incumbent must possess a valid California State driver's license in order to drive to various environmental site assessment locations. Incumbent must also be able to lift at least 25 pounds, pass a baseline medical examination, be physically capable of using an air purifying respirator or self-contained breathing apparatus (SCBA), and complete a 40-hour Hazardous Waste Operations & Emergency Response (HAZWOPER) course and an 8-hour refresher course, annually thereafter, pursuant to OSHA Standard 29CFR 1910.120 and Title 8, CCR 5192. Incumbent must have experience working with applicable federal, State, and local environmental regulatory agencies, such as U.S. Environmental Protection Agency (USEPA), U.S. Fish and Wildlife Service, California Environmental Protection Agency (Cal/EPA), California Department of Fish and Game, and Certified Unified Program Agencies (CUPAs). Incumbent must have knowledge of multi-media sampling procedures, techniques, and equipment; sample preparation and handling; analytical laboratory methods; and quality assurance/quality control (QA/QC) measures. Incumbent must be willing to work extended hours on occasion. Some overnight travel is required. All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination. The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.					