

ENVIRONMENTAL SPECIALIST II

GRADE 28

GENERAL DEFINITION OF WORK:

FLSA Status: Non-Exempt

Performs intermediate technical work inspecting development sites for compliance with erosion and sediment regulations and stormwater management regulations; does related work as required. Work is performed under regular supervision. Limited supervision may be exercised on Environmental Specialist I.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Performing inspections; maintaining appropriate records and files; preparing reports.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Performs mandatory initial inspections, re-inspections and spot check inspections during construction process.
- Updates electronic permitting system with all inspection results;
- Prepares reports and correspondence documenting all site visits
- Review Erosion and Sediment Control plans for LDP.
- May be responsible for maintaining and enhancing Single Family Home tracking program.
- Provides information and technical assistance to builders, land developers and homeowners regarding erosion and sediment regulations and stormwater management regulations.
- Assists land owners with sketches for small land disturbing projects.
- Responds to complaints regarding land disturbing projects. Collaborates with other Community Development Department staff for resolution of complaints.
- Develops public information brochures regarding program and activities.
- Attends meetings as required; participates and serves on various committees, boards and associations. Provides presentations as needed.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of the principles, practices and techniques of the Erosion and Sediment Control and Stormwater Management Law; general knowledge of various guidelines, policies, ordinances and regulation pertaining to erosion and sediment, stormwater management, and land development and management; ability to plan, organize and carry out projects effectively; ability to present the results of research and recommendations effectively in oral, written and graphic form; ability to solve problems within the scope of responsibility; ability to establish and maintain effective working relationships with landowners, land users, associates, government officials and the general public; firmness and tact in enforcing Erosion and Sediment codes.

EDUCATION AND EXPERIENCE:

Bachelor of Science degree in natural resources and/or environmental science preferred or equivalent experience preferred. Major course work in soil, civil engineering, natural resources, environmental sciences or related field.

Two (2) years of experience in environmental site inspection and plan review or construction field experience directly related to erosion and sediment control and/or stormwater management.

PHYSICAL REQUIREMENTS:

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, walking, fingering, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, noise, hazards, and atmospheric conditions.

SPECIAL REQUIREMENTS:

Possession of an appropriate driver's license valid in the Commonwealth of Virginia. Possession of Erosion and Sediment Inspection Certification and Stormwater Management Inspection Certification.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.