

Title: Environmental Scientist
PG: 56
Status: Civil Service
Position Reports to: Assistant Director of Water Utilities
Department: Water Utilities

Class Code: 2034
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is professional level technical, analytical, and administrative work involving the management of environmental lands and support facilities within the City's Artificial Wetland Disposal System for treated wastewater. Work involves the supervision and performance of tasks in which procedures and techniques used and system discharge must comply with established state and federal regulatory agency mandates as well as management requirements of the Wastewater Division and City policy. Employee exercises considerable independent and scientific judgment regarding Wetlands operations and budget administration. This employee has supervisory responsibility for a small crew of scientists and maintenance personnel. Work is reviewed periodically by division manager through conferences, site visits and evaluation of reports. The records and facilities are subject to review by regulatory agencies.

ESSENTIAL FUNCTIONS:

1. Administers and participates in the inspection, monitoring, operation, and maintenance of the 1600 acre artificial wetland treatment system to produce effluent that complies with regulatory agency permit criteria.
2. Develops and administers sampling programs adhering to regulatory agency approved methods to generate accurate data for regulatory reporting and system characterization.
3. Establishes and administers dam inspection, maintenance, and security programs to insure integrity of the facility for water conveyance, and safety of associated communities.
4. Coordinates preventative maintenance and repair of mechanical facilities, buildings, unimproved roads, concrete ditches and structures.
5. Conducts all aspects of project development and management to assure successful performance of the facility relating to its primary functions as defined by Wastewater Administration.
6. Maintains Wetlands database and analyzes applicable data to provide summary reports and predictive models to evaluate system performance and determine for the need and potential success of operational or physical plant changes.
7. Prepares reports, recommendations, presentations, technical memoranda, policies, procedures, personnel evaluations, schedules, contracts, budget request, and other written documents related to the administration of the Wetlands program.
8. Develops, conducts, and reports on specialized research as needed to gain insight to wetland ecology that may be used to enhance system performance, societal benefits, and technical knowledge-bases.
9. Proposes, prepares, and administers contracts for special and annually reoccurring projects including but not limited to bioassay testing, earthwork, engineering services, infrared aerial photography, perimeter fencing, mowing, and building construction.
10. Provides active supervisory leadership of environmental and maintenance subunits that promotes a team environment to generate a unified vision, sense of ownership, and individual employee commitment that serves to further organizational objectives.
11. Instructs personnel in the safety and health risks associated with Wetland activity related occupational hazards. Enforces safety and utilization of personal protective equipment and safe working procedures.
12. Coordinates and develops wetland and aquatic science outreach which includes site tours, school group presentations, display exhibits, and Web site development.
13. Develops, implements, and administers budget for Wastewater Wetlands Section/Division.
14. Communicates Wetlands system performance and vision for future direction to City Administration through formal presentation and budget requests.
15. Conducts short and long range planning aimed assuring compliant water quality, preservation of the City's investment, and enhancing scientific and technical contributions.
16. Attends training courses, meetings, and conferences with environmental, engineering, administrative, and leadership foci to continually develop professionally.

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ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Thorough knowledge of environmental or biological sciences and strong background in aquatic chemistry.
2. Thorough knowledge of assessment techniques for the monitoring of wetlands wastewater systems.
3. Thorough knowledge of wetland ecosystem processes and the development of water budgets.
4. Thorough knowledge of regulatory requirements related to the treatment and disposal of wastewater and water quality standards.
5. Thorough knowledge of standard laboratory principles, techniques, terminology, equipment, skill in supervising materials, and safety precautions.
6. Ability to evaluate and discuss toxicological tests on aquatic ecosystems and knowledge of techniques used to identify and evaluate biological communities.
7. Ability to perform standard chemical and biological analyses.
8. Ability to use computers, spreadsheet software, database software, and word processing software for the statistical analysis of data and report preparation.
9. Ability to make detailed oral and written reports.
10. Ability to give concise oral and written instructions or to carry out same.
11. Ability to work and/or supervise work in confined spaces or hazardous areas.
12. Ability to withstand working outside in extreme weather conditions.
13. Ability to establish and maintain harmonious and effective working relationships with supervisors, co-workers, other City employees, and the general public.
14. Ability to plan and evaluate the work of others. Good supervisory skills are essential.

WORKING ENVIRONMENT/CONDITIONS:

Requires manual work that involves walking or standing some of the time, much of it on uneven or broken ground. Handling of equipment and materials occasionally, exerting up to 40 pounds of force on a frequent basis, and routine keyboard operations.

The job risks exposure to significant environmental hazards including dangerous chemicals, gasses and wildlife. Exposure to industrial environment and heavy equipment is frequent.

The job requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. Graduation from an accredited four (4) year college or university with a degree in environmental engineering, environmental sciences, biology, biochemistry or wetlands management.
2. One (1) year of experience in work related to the monitoring of wetlands or aquatic ecosystems.
3. An equivalent combination of education and experience that is determined to be directly related to the following specific requirements may be substituted.
4. Completion of City University Level two (2) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license.
2. Must maintain a valid home telephone number.

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3. Possession of or ability to obtain a state of Florida Class "C" Wastewater Operator's license is preferred.
4. Required to pass and maintain qualification for:
 - a. Respiratory Protection Physical
 - b. Pulmonary Function
 - c. Qualitative and Quantitative Fit Test(s)
5. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.