

## **CLASS TITLE: ENVIRONMENTAL COMPLIANCE SUPERVISOR**

**PURPOSE OF THE CLASSIFICATION:** Under direction is responsible for supervisory work involving water, wastewater or storm water system water quality, ensuring the City's compliance with the Safe Drinking Water and Clean Water Acts, all applicable federal, state and local environmental regulations and performs other related assigned duties.

### **ESSENTIAL TASKS:**

- Supervises and reviews the work of subordinate personnel in the City's drinking water quality, industrial pretreatment or storm water quality programs
- Administers the drinking water quality, pretreatment, storm water and/or hazardous materials programs
- Supervises the preparation of annual Status Report(s) to the Oklahoma Department of Environmental Quality (ODEQ), citizens and/or management
- Directs the investigative reports of drinking water complaints, illegal or problem waste entering the sanitary or storm sewer systems and initiates appropriate remedial procedures
- May review pretreatment system plans of proposed industrial or commercial wastewater sources
- Directs and trains personnel and ensures compliance with applicable federal, state and local drinking water quality and sanitary pretreatment standards and discharge limitations or storm water regulations and permits
- Supervises the computerization of data needed for report generation and distribution to various regulatory agencies, management and citizens
- Reviews and interprets pertinent federal, state and local regulations
- Provides public health and environmental regulatory guidance to citizens, industrial and commercial facilities, City sections and other Government agencies
- Analyzes and interprets pertinent data
- Creates and presents reports and budget requests
- Must report to work on a regular and timely basis

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

### **QUALIFICATIONS:**

Training and Experience: Graduation from an accredited college or university with a bachelor's degree in environmental or chemical engineering, chemistry, biology, environmental science, geology or hydrogeology and three (3) years of work experience related to water and wastewater treatment or industrial waste disposal; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities and Skills: Considerable knowledge of the principles and practices of environmental science and engineering, chemistry and related environmental regulations; considerable knowledge of water distribution systems and treatment processes or sanitary sewage collection systems and treatment processes; considerable knowledge of computers and computer database, word processing and spreadsheet programs. Ability to plan and supervise the work of others; and the ability to understand and influence the behavior of others within the organization, customers or the public in order to achieve job objectives and cause action or understanding.

Physical Requirements: Physical requirements include arm and hand dexterity enough to use a keyboard and telephone; frequent lifting and carrying up to 10 pounds; may be subject to walking, standing, sitting, reaching, balancing, bending, kneeling, handling, climbing, smelling and twisting; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of an Oklahoma Class "D" Operator's License; individuals within this classification will be required to obtain an applicable Water/Wastewater License as issued by the Department of Environmental Quality (DEQ); and possession of or ability to obtain certification of OSHA 40 hour Hazardous Material Response Training.

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**WORKING ENVIRONMENT:** Working environment is primarily indoors in an office setting and occasionally outdoors and in inclement weather and requires travel to various City locations.

**Class Code: 1207**

**EEO Code: E-02**

**Pay Code: STE-39**

**Group: Engineering, Planning & Technical**

**Series: Sub-professional Engineering & Technical**

**Effective Date: July 21, 2021**