



Career Service Authority

Water Quality Investigator

Page 1 of 5

GENERAL STATEMENT OF CLASS DUTIES

Performs full-performance level investigation and enforcement work to ensure compliance with federal, state, and municipal codes and regulations relating to wastewater rules and regulations.

DISTINGUISHING CHARACTERISTICS

This class is distinguished from other investigator/inspector classes as the positions in this class are responsible for investigation, enforcement, and compliance of regulations related to wastewater issues.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guideline, interpret precedents, adapt standard practices to differing situations and recommend alternative actions in situations without precedent.

Duties assigned are generally complex and may be of substantial intricacy. Work assignment is performed within an established framework under general instructions but requires simultaneous coordination of assigned functions or projects in various stages of completion.

Employee is responsible for determining time, place and sequence of actions to be taken. Unusual problems or proposed deviations from guidelines, practices or precedents may be discussed with the supervisor before being initiated.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, gathered or presented and some degree of discretion and judgement are required within the parameters of the job function.

Level of Supervision Exercised:

By position, performs lead work.

ESSENTIAL DUTIES

Conducts full-performance level, on-site investigations and inspections, to ensure compliance to city codes and federal, state, and/or local regulations relating to wastewater rules and regulations.

Issues summons and complaints against violators of city, state, and/or federal codes related to wastewater rules and regulations.

Gathers evidence, testifies, and assists in the prosecution of offenders of city, state, and/or federal codes related to wastewater rules and regulations.

Investigates illicit discharges to the storm and sanitary sewer systems.

Monitors the function and audits the bills from cleanup companies under contract with the city to clean up sanitary sewer backups into homes and/or businesses.

Works with the section supervisor and the City Attorney's Office on claims for personal losses to citizens involved in sewer backups.

Determines the amount of water purchased but not entering the sanitary sewer due to irrigation, evaporative cooling, or product use for all industries.

Responds to citizen complaints and/or concerns related to sewer odors, illegal discharge in the city storm and sanitary sewer system, or other sewer related issues.

Coordinates work with other sections within Wastewater Management to resolve problems such as broken private taps, location of contamination entering the storm and sanitary sewer system, and sources of sewer clogs and backups.

Responds to city emergencies such as floods, spills, illicit discharges, or backups.

Collects samples to ascertain effluent and pollution levels.

Performs inspections of removal and recovery systems such as acid neutralization, sumps, silver and heavy metal removal systems, and wastewater detention systems for compliance with wastewater rules and regulations, appropriate ordinances, and EPA standards.

Approve or deny variances from Public Works pretreatment requirements, and work with the public to resolve compliance issues identified.

By position, reviews engineer or architectural plans to determine if pollution control considerations and devices are adequate, including on-site review of construction installation of pollution devices, chemical and waste inventories, and control manholes.

.....
Any one position may not include all of the duties listed.
However, the allocation of positions will be determined by
the amount of time spent in performing the essential duties
listed above.
.....

MINIMUM QUALIFICATIONS

Competencies, Knowledge & Skills:

Integrity/Honesty - Displays high standards of ethical conduct, understands the impact of violating these standards on an organization, self, and others, chooses an ethical course of action, and is trustworthy.

Conscientiousness - Displays a high level of effort and commitment towards performing work and demonstrates responsible behavior.

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Reading - Learns from written material by determining the main idea or essential message and recognizes correct English grammar, punctuation, and spelling.

Arithmetic - Performs computations such as addition, subtraction, multiplication, and division correctly using whole numbers, fractions, decimals, and percentage.

Listening - Receives, attends to, interprets, and responds to verbal messages and other cues such as body language in ways that are appropriate to listeners and situations.

Writing - Uses correct English grammar, punctuation, and spelling to communicate thoughts, ideas, information, and messages in writing.

Flexibility - Adapts quickly to changes.

Speaking - Uses correct English grammar to organize and communicate ideas in words that are appropriate to listeners and situations and uses appropriate body language.

Memory - Recalls information that has been presented previously.

Reasoning - Discovers or selects rules, principles, or relationships between facts and other information.

Self-Management - Sets well-defined and realistic personal goals, monitors progress and is motivated to achieve, manages own time, and deals with stress effectively.

Decision Making - Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the alternative in order to make a determination, draw conclusions, or solve a problem.

Knowledge of federal, state, and municipal codes and regulations relating to wastewater rules and regulations sufficient to be able to enforce compliance.

Knowledge of the principles and practices of investigation and inspection work sufficient to be able to monitor and enforce compliance. Refers to specialized knowledge that is acquired through formal training or extensive on-the-job experience.

Skill in conducting investigations to ensure compliance with applicable rules and regulations.

Physical Demands:

Standing: remaining on one's feet in an upright position.
Walking: moving about on foot.
Sitting: remaining in the normal seated position.
Carrying: transporting an object, usually by hand, arm, or shoulder.
Climbing: ascending or descending objects usually with hands/feet.
Balancing: maintaining body equilibrium to prevent falling over.
Stooping: bending the body by bending spine at the waist.
Crouching: bending body downward and forward by bending legs.
Talking: expressing or exchanging ideas by means of spoken words.
Hearing: perceiving the nature of sounds by the ear.
Eye/hand/foot coordination: performing work through using two or more.
Lifting: raising or lowering an object 10 - 25 pounds.
Far Acuity: ability to see clearly at 20 feet or more.
Near Acuity: ability to see clearly at 20 inches or less.
Depth Perception: ability to judge distances and space relationships.
Field of Vision: ability to see peripherally.
Accommodation: ability to adjust vision to bring objects into focus.
Color Vision: ability to distinguish and identify different colors.

Working Environment:

Pressure due to multiple calls and inquiries.
Subject to many interruptions.
Subject to varying and unpredictable situations.
Exposed to odorous chemicals and specimens.
Exposed to toxic chemicals.

Education Requirement:

Graduation from high school or the possession of a GED Certificate required plus college level course work in chemistry, algebra, and geometry.

Experience Requirement:

Two years of experience working with and explaining rules and regulations pertaining to storm and sanitary sewer systems which must have included experience interpreting engineering and architectural drawings and working with mapping systems.

Licensure and/or Certification:

Possession of a valid Colorado Class "R" driver's license at the time of application.

Education/Experience Equivalency:

Additional appropriate experience may be substituted for the minimum education requirement.

CLASS DETAIL

FLSA CODE: Non-Exempt
ESTABLISHED DATE: 09/16/1995
REVISED DATE: 04/01/2006
REVISED BY: Hameed Pousti
CLASS HISTORY Revised existing class.