

Stormwater Inspector

Job Description



Hiring Range: \$21.25 to \$25.00 per hour

Salary Range: \$21.25 to \$28.75 per hour

FLSA Status: Non-exempt

DEFINITION OF WORK

Performs engineering and technical inspections work inspecting land development, public works and utility projects with an emphasis on stormwater infrastructure, public improvements, permanent water quality facilities, and grading, erosion and sediment control best management practices. .

SUPERVISION RECEIVED

Works under the supervision of the Stormwater Inspection Manager.

SUPERVISION EXERCISED

None.

EXAMPLES OF DUTIES

The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. The duties or essential functions of this job may be modified at any time.

- Implements MS4 (Municipal Separate Storm Sewer Systems) Permit requirements for Program 4 (Construction Site Controls) and Program 5 (Post-Construction Site Controls) in accordance with approved Program Descriptions.
- Inspects and performs oversight on all aspects of the construction and installation of storm sewer pipe, inlets, manholes, outfalls, and permanent water quality facilities.
- Maintains detailed inspection records, both written and electronically, and ensures that daily field reports are complete and accurate.
- Observes and ensures that materials are in accordance with the standard details, specifications, approved plans, and common construction practices.
- Checks line, grade, size, elevation and locations of structures.
- Maintains records on quantity take-offs for review of pay applications as appropriate for job activities.
- Records field changes for “as-built” drawings on field plan sets; and ensures that the contractor or engineer are recording the changes.

- Performs probationary and final acceptance inspections of public improvements associated with stormwater infrastructure and calculates collateral reductions and releases. Completes all paperwork and reports necessary for project acceptance.
- Provides review and prepares comments on GESC Plans and GESC Reports, collateral agreements, and other related documents relative to MS4 Permit requirements.
- Inspects construction sites for adherence to Grading, Erosion, and Sedimentation Control (GESC) criteria related to residential/commercial development, capital improvements projects, and repair and restoration of public facilities.
- Reviews GESC Permits for completeness and produces permit issuance reports associated with land development, capital improvements, and utility projects.
- Conducts inspections on all levels of construction and development projects and interprets specifications to ensure conformance to standards and to ensure that stormwater Best Management Practices (BMPs) are properly designed, installed, and maintained.
- Responds to public inquiries and complaints concerning storm drainage and construction run-off control at assigned sites.
- Attends project coordination meetings and provides expertise to engineers, contractors, and developers related to Program 4 and Program 5 of the MS4 Permit.
- Attends pre-construction meetings; meets with contractors, developers, and utility companies concerning current and future projects.
- Coordinates GESC and stormwater infrastructure construction activities with outside agencies.
- Enforces GESC and stormwater infrastructure construction policies and procedures as related to inspections and field practices with a compliance approach, through verbal instructions and written correspondence with appropriate enforcement escalation emphasis.
- Investigates field problems or complaints from property owners, contractors or outside agencies.
- Investigates improper discharge complaints and resolves issue according to the Illicit Discharge Detection and Elimination Manual in accordance with the requirements of MS4 Permit Program 3 (Illicit Discharge Detection and Elimination).
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES

- Specific knowledge of MS4 Program 4 and 5 components, including compliance inspection and enforcement escalation mechanisms.
- General knowledge of principles and practices of civil engineering, with an emphasis in water quality, environmental permitting, and construction run-off control.
- General knowledge of methods, materials, and techniques used in the design, construction and maintenance of stormwater infrastructure and water quality BMPs associated with land development and other construction projects.

- Specific knowledge of modern developments, current literature and sources of information regarding design, implementation, and maintenance of stormwater quality BMPs and GESC components.
- Knowledge of, or ability to learn, Arapahoe County, City of Centennial, and water district maps, and County/Centennial roadway network.
- Ability to communicate effectively both orally and in writing; ability to establish and maintain effective working relationships with staff, contractors, other professionals, and the general public; ability to communicate enforcement actions to meet permit requirements.
- Ability to use and operate computers and related software, specifically competent at word processing and records management software.
- Ability to make basic engineering computations to verify engineering plans, studies, profiles, and maps.
- Ability to interpret engineering plans, profiles, and reports, specifically understanding of topographical and/or water level contours as they apply to drainage at a site.
- Ability to acquire and apply knowledge of the specific area of engineering work to which assigned.
- Ability to use drafting, surveying instruments, and engineering apparatus, including computerized systems.
- Ability to understand and research legal documents.

EDUCATION AND EXPERIENCE – a combination of education and experience will be considered that is equivalent to those requirements listed.

- Associate’s Degree from an accredited college or university, with course work in civil engineering, water resource, environmental science, or a closely related field required.
- A minimum of three (3) years of experience in the public works arena and the inspection of stormwater facilities, construction management or a related field.
- Valid driver’s license and satisfactory driving record required.

WORK ENVIRONMENT

Work can be performed in the field as well as a standard office environment; this requires frequent exposure to weather elements or hazards associated with land site development.

PHYSICAL ACTIVITIES:

The following are some of the physical demands commonly associated with this position. They are included for informational purposes and are not considered essential functions of the job. This position may be required to complete a pre-employment physical.

- Spends approximately 40% of the time sitting and 60% of the time either standing or walking.
- Occasionally lifts, carries, pulls or pushes more than 25 lbs.

- Frequently climbs, balances, stoops, kneels, crouches, crawls, and reaches while operating in the field. Activities are frequently performed on unlevel and slippery surfaces.
- Constantly exercises full scope of visual capacity, as well as hands and fingers, in order to operate office equipment.
- Constantly uses verbal and auditory capacity enabling face-to-face interpersonal communication and through automated devices, such as computers, telephones, etc.
- Requires physical capacity to safely operate a motor vehicle.

Definitions:

Occasionally: Activity exists less than 1/3 of the time.

Frequently: Activity exists between 1/3 and 2/3 of the time.

Constantly: Activity exists more than 2/3 of the time

Application Deadline: January 31, 2012
Anticipated Start Date: February 27, 2012

The application is available on the SEMSWA website:
<http://www.semswa.org/jobopportunities.html>

Please direct applications and correspondence to R. Jones/HR Manager:
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Fax – 303-267-9551