



CITY OF CAMARILLO

Stormwater Inspector

Job Code: 816

FLSA: Non-Exempt

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Performs a variety of duties involved in inspecting, investigating, and enforcing federal, state, and local stormwater and related water quality regulations ; performs inspections of restaurants, automotive facilities, and other businesses and construction sites to ensure compliance with stormwater permits; investigates reports of illegal discharges and connections to the storm drain system; and issues notices of violation and noncompliance orders.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Enforces compliance with the City's stormwater ordinance and related federal, state, and local water quality regulations.
2. Inspects construction sites for stormwater quality controls; reviews Stormwater Pollution Prevention Plan (SWPPP) for project; educates contractor on stormwater regulations; completes inspection reports and possible notices of noncompliance; inspects new developments prior to final project acceptance to ensure that stormwater post-construction controls have been implemented and completed.
3. Inspects restaurants, automotive facilities, and other establishments to ensure compliance with stormwater regulations; educates employees on stormwater regulations; prepares required reports and schedules follow-up actions.
4. Performs stormwater inspection of City capital improvement projects including overlay and slurry seal projects.
5. Issues citations, notices of noncompliance, and assists other staff with issuance of notice of violations for stormwater regulations.
6. Inspects the City's storm drain system; solicits bid proposals from contractors pertaining to maintenance of the storm drain system; schedules and supervises contract work for maintenance and/or repairs that may be needed.
7. Inspects the City's corporation yard for compliance with stormwater regulations; completes required reports and recommends compliance actions.
8. Attends preconstruction meetings with public works inspectors and contractors pertaining to public and private construction projects.

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9. Investigates reports of illicit discharges and illegal connections; collects necessary data and prepares required reports.
10. Educates and distributes educational material to the community regarding urban run-off pollution.
11. Prepares detailed reports documenting inspections, illicit discharges, and storm drain maintenance activity.
12. Attends and participates in meetings relating to the stormwater program; stays abreast of new trends and innovations in the field of stormwater regulations and inspection techniques.
13. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Pertinent federal, state, and local codes, laws, and regulations pertaining to stormwater regulations.
Methods and techniques used in performing stormwater quality inspections.
Stormwater quality Best Management Practices (BMPs) for commercial, industrial, residential, and construction sites.
Principles, methods, materials, equipment, and safety hazards of construction.
Operational characteristics of equipment and tools used in work activities.
Occupational hazards and standard safety practices associated with area of work.
Procedures of handling hazardous materials and wastes.
Principles and practices of record keeping and basic report preparation.
Principles and practices of customer service.
Basic mathematical principles.
Office procedures, methods, and equipment including computers.

Ability to:

Inspect construction projects, industries, and commercial businesses to enforce compliance with plans, specifications, ordinances, and codes.
Read and interpret engineering and public works plans, blueprints, specifications, drawings, and stormwater pollution control plans.
Prepare and maintain a variety of records; prepare clear and concise oral and written reports.
Read and interpret blueprints, plans, and maps.
Communicate technical information to the general public.
Exercise initiative and judgment relative to enforcement activities.
Interpret and apply policies, procedures, and standards to specific situations.
Perform mathematical calculations.
Ensure adherence to safe work practices and procedures.
Understand and follow written and oral instructions.
Work independently and efficiently to carry out assignments.
Operate and use modern office equipment including computers and supporting applications.
Deal effectively with the public and represent the City in a positive and professional manner.
Utilize public relations techniques in responding to inquiries and complaints.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective professional working relationships with those contacted in the course of work.

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Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training/coursework in code enforcement, chemistry, biology, wastewater treatment, or storm drainage systems.

Experience:

Two years experience in maintenance and/or inspection experience. Experience in industrial waste or stormwater quality inspection and/or storm drain maintenance is highly desirable.

License or Certificate:

Possession of a valid California driver's license at a level appropriate to the equipment operated.
Successful completion of P.O.S.T. 832 P.C. course within six months of employment.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in a field setting with travel from site to site; some exposure to noise, dust, grease, smoke, fumes, gases, and inclement weather conditions; work around heavy construction equipment; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain.

Physical: Primary functions require sufficient physical ability and mobility to work in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information.

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Johnson & Associates