SUMMIT COUNTY
JOB DESCRIPTION

Job Title: Stormwater Inspector I, II, & III
Division: Engineering
Department: Public Works
Effective Date: 1/20

GENERAL PURPOSE
Assists in the coordination and implementation of the Stormwater MS4 Program and related project activities associated with water quality, Best Management Practices (BMP) implementation, stormwater pollution prevention, conduct various field investigations and inspections and associated compliance follow up issues, complaint response, enforcement of code violations, education, public outreach and report preparation.

SUPERVISION RECEIVED
Works under the general supervision of the Stormwater Manager and County Engineer.

SUPERVISION EXERCISED
None

ESSENTIAL FUNCTIONS
Coordinates and conducts various field investigations and inspections including construction runoff compliance, industrial and commercial operational compliance, and post construction maintenance.

Document inspections with photos, checklists and forms, both paper and electronic, maintains reporting system and databases for inspection tracking.

Required to sample storm events that meet the requirements of the County UPDES permits.

Assist SW Manager with managing Stormwater compliance software used by the County. Create and maintain appropriate records and files for all work performed.

Conducts dry weather screening of outfalls. Also, responds to and investigates reports of illicit discharges and illegal dumping. Prepare detailed reports of containment activities and maintain records and files of emergency response incidents.

Assists in providing and coordinating required Storm Water training for current and new county employees. Attends Storm Water Coalition meetings. Attends State of Utah USWAC meetings as needed.

Assists property owners and contractors with placement of their Erosion Control Plans and BMP Details for their Stormwater plan set.

Respond to code violations and provide field inspections. Prepares documentation for Notice of Violation and presents case to the Administrative Law Judge. Follows up to ensure compliance.

Performs related duties as assigned.

MINIMUM QUALIFICATIONS
1. Education and Experience
   Stormwater I:
   High school diploma or GED
   Registered Stormwater Inspector (RSI) Certification or equivalent within 6 months of hire date
Stormwater II:
High school diploma or GED, Preference given to some college education in a related field.
Registered Stormwater Inspector (RSI) Certification or equivalent within 6 months of hire date plus 2 years’ experience in water quality.

Stormwater III:
High school diploma or GED, Preference given to college education in a related field.
Registered Stormwater Inspector (RSI) Certification or equivalent within 6 months of hire date plus 5 years’ experience in Stormwater.

2. Required Knowledge, Skills, and Abilities:

   **Understand and interpret** complex policies, procedures, and regulations, analyze situations quickly and objectively to determine proper course of action. Organize work to meet deadlines and maintain accurate records. Enforce codes with firmness, tact, impartiality and diplomacy.

   **Ability to** deliver good customer service under stressful situations associated with enforcement activities. Enforce codes with firmness, tact, impartiality and diplomacy. Effectively communicate orally and in writing with co-workers, other county departments, engineering firms, developers, state agencies, and the public. Operate standard office equipment, including computer, printer, calculator, radio and telephone. Work alone with minimal supervision and with others in a team.

3. Special Qualifications:

   Must possess a valid Utah Driver’s license.
   Registered Stormwater Inspector (RSI) Certification or equivalent within 6 months of hire date
   Preference given to candidates with GIS experience

4. Work Environment:

   Work in direct contact with the public without close supervision. Work is performed both in the office and in the field at various residential, commercial and public properties, as well as vacant land. Exposure to noise and dust and a variety of traffic and weather conditions including heat, humidity, cold, noise and possible exposure to hazardous materials, potentially hostile individuals.

   Expected to drive to site locations for inspections, continuous sitting, frequent in and out of transportation vehicle, sitting, walking, including walking on uneven terrain and over trenches, standing, bending, stooping and moderate lifting. Essential functions require talking, hearing and seeing.

   Possible, occasional work will be outside of normal business hours (M-F, 8-5). Specifically, at least 2 or 3 times per year, this employee will be required to sample a storm event that meets the requirements of the County’s UPDES permit. In the event of an illicit discharge investigation and tracking, this may require time outside of business hours as well.