

## **SNOHOMISH COUNTY JOB DESCRIPTION**

### **ENVIRONMENTAL SPECIALIST, SENIOR**

Spec No. 2068

#### **BASIC FUNCTION**

To lead the environmental specialists in the Environmental Services Section of the Solid Waste Division and to oversee the monitoring of all ESS controlled functions including the landfill gas facilities, the leachate collection treatment and conveyance systems and all water quality monitoring sites at Environmental Services controlled functions.

#### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Oversees the daily work of subordinate employees as required; assists and trains subordinates as required; participates in the selection of new employees and makes recommendations regarding the hiring of subordinate employees.
2. Oversees the daily monitoring, operation and maintenance of landfill gas, leachate treatment and water quality monitoring facilities and programs.
3. Oversees the entry of environmental data; performs QA/QC analysis on environmental data; provides information and printouts as required.
4. Assists in performing statistical analysis on data; analyzes data for trends and variations; tracks process control variables for ESS operated facilities; initiates minor operational changes as necessary; recommends major monitoring program changes as necessary.
5. Oversees the design, programming, testing, operation, trouble shooting and maintenance of ESS operated PLC systems.
6. Reviews environmental related proposals, reports, scopes of work, contracts and submittals as required; recommends environmental projects and assists with designs; recommends corrections and alterations to documents as necessary.
7. Provides input to the development of environmental related policy and procedure manuals as required.
8. Provides job related information and technical data to Solid Waste Department employees, consultants, regulatory agencies and the general public.
9. Assists the ESS Supervisor by providing input for the annual budget process; analyzes inventory, projects future trends in operational requirements and compiles required information.
10. Oversees laboratory and field sampling procedures and techniques; oversees laboratory and field chemical analyses; reviews field notes and logs.

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#### **STATEMENT OF OTHER JOB DUTIES**

11. Provides purchase request information and justification as needed; reviews purchase specifications as required; oversees section inventory.
12. Performs routine labor as assigned.
13. Performs related duties as assigned.

#### **MINIMUM QUALIFICATIONS**

A total of sixty (60) credits of vocational or college level course work; OR, a Wastewater Group 3 Certification from the State of Washington and have a total of forty five (45) credits of vocational or college level course work. In either case, these credits must be earned in at least four of the following subjects: mathematics, chemistry, computer science, geology, natural sciences, or water quality; AND, one (1) year experience in the field of solid waste, AND, six and a half (6.5) years experience in groundwater monitoring and/or landfill gas monitoring. Must pass job related tests.

#### **SPECIAL REQUIREMENTS**

Familiarization with personal computers is required.

A valid Washington State Driver's License is required.

Possession of or ability to obtain valid First Aid Card within six (6) months of employment.

Possession of a forty (40) hour certification in Health and Safety at Hazardous Waste Sites.

Possession of or ability to obtain a Washington State Department of Ecology Group 3 Wastewater Treatment Plant Operator's Certification within twenty-four (24) months of employment.

Ability to pass the base-line physical for hazardous materials handling.

Ability to pass the annual lung capacity test for wearing respirators.

#### **PROMOTIONAL REQUIREMENTS**

Environmental Specialist IV employees may be promoted to "Senior" level if they meet the following requirements:

An opening is available in this position;

Twenty-four (24) months of satisfactory service at the Environmental Specialist IV level;

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### PROMOTIONAL REQUIREMENTS (Continued)

Completion of at least sixty-four (64) clock hours of supervisor-approved training while at the Environmental Specialist IV level;

A total of sixty (60) credits of vocational or college level course work; OR, a Wastewater Group 3 Certification from the State of Washington and have a total of forty five (45) credits of vocational or college level course work. In either case, these credits must be earned in at least four of the following subjects: mathematics, geology, chemistry, computer science, natural sciences, or water quality;

Passing score on an advancement test.

### KNOWLEDGE AND ABILITIES

Knowledge of:

- lead worker methods and techniques
- landfill gas, leachate pretreatment and waste monitoring techniques
- codes, laws and regulations relating to environmental quality monitoring and safety
- water and gas instrumentation operation, calibration, and repair
- use of personal computers
- analytical problem solving
- programmable logic controllers

Ability to:

- diagnose and troubleshoot routine and unusual electrical and mechanical problems
- collect and analyze a variety of environmental data
- understand and perform data entry and report compilation using a computer
- read, understand and follow safety rules and regulations
- prepare and organize clear and concise field and office records and reports
- understand and execute oral and written instructions
- establish and maintain effective working relationships with superiors and co-workers, consultants and representatives of government agencies
- understand and interpret work related laws, regulations and procedures
- make independent decisions under pressure

### PHYSICAL REQUIREMENT

Lifting in excess of fifty (50) pounds of equipment in awkward positions is required. Walking long distances over rough terrain and working in confined spaces with hazardous gases and obnoxious odors present is required. Manual dexterity is required for the operation of assigned equipment and personal computers.

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#### **SUPERVISION**

The employee in this classification reports to the Environmental Services supervisor. The monitoring functions are performed independently throughout the county. Work submitted may be spot checked for completeness and accuracy.

#### **WORKING CONDITIONS**

The work is performed in an office environment and outside in all types of inclement weather conditions at solid waste disposal sites throughout the county. The employee is exposed to unpleasant odors, dust, and debris. The employee is required to wear county supplied safety equipment and uniforms when in the field or operating assigned facilities.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: August 1987 as Environmental Monitoring Technician, II

Previous Spec No. 382385

Revised and Retitled: August 1989 as Environmental Monitoring Technician, Senior

Revised: March 1988, June 1990, February 1993, January 1994, June 2000, November 2000,  
April 2002

EEO Category: 3 - Technicians

Pay Grade: 241 - Classified Pay Plan

Workers Comp: 1501 Hazardous