

Code: 1557

Title: ENVIRONMENTAL LOSS CONTROL OFFICER

SUMMARY: Provides technical and management level advice to Pima County departments regarding environmental technical regulatory and policy issues.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Apprises the Risk Manager on environmental concerns;
Plans, develops, implements and monitors environmental assessment and audit programs;
Implements studies to determine the impact of County operations on the environment;
Analyzes proposed State and Federal environmental legislation and regulations and assists in developing County input into the process;
Analyzes final environmental regulations and statutes and their impact on County operations;
Develops programs ensuring compliance with State and Federal environmental statutes and regulations;
Assists in the management of a County-wide environmental loss control program;
Assists County departments in implementing environmental regulations;
Oversees and coordinates efforts of outside consultants and remediation contractors;
Trains County department personnel in preliminary environmental assessment and audit techniques.

KNOWLEDGE & SKILLS:

Knowledge of:

- the principles and practices of environmental science and engineering;
- field environmental monitoring protocols, methods and equipment;
- technical programs, research and trends in the practice of environmental investigation, controls and remediation;
- Federal, State and local environmental statutes and regulations and programs;
- relationships of County operations to environmental impact;
- English grammar;
- the principles and practices of time management.

Skill in:

- applying environmental loss control techniques to effectively manage and reduce the County's environmental risk;
- managing a County-wide environmental loss control program;
- developing and implementing new environmental policies and procedures;
- conducting field assessments, technical research and audits of environmental exposures;
- applying Federal, State and local regulations, and evaluating procedures and situations to determine Pima County's exposure to environmental risk;
- communicating effectively, both orally and in writing.

MINIMUM QUALIFICATIONS:

A Bachelor's degree from an accredited college or university in Environmental Science, Environmental Engineering, Environmental Planning or a closely related field as defined by the Appointing Authority, and

three years of professional level experience in the field of air, water or environmental quality.

OTHER REQUIREMENTS:

Licenses and Certificates: Possession of a valid Arizona Drivers License with appropriate endorsement(s), as defined by the Appointing Authority.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Pima County

12/29/91
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