

Code: 2753

Title: ENVIRONMENTAL QUALITY MANAGER

SUMMARY: Plans, organizes and manages the activities of the Solid Waste Management and Environmental Quality programs.

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

Plans, organizes and manages the functions and programs in the Department of Environmental Quality within Pima County;

Supervises, trains and evaluates assigned staff;

Participates in the development and implementation of laws and regulations governing environmental quality issues and concerns, including the disposal of solid waste;

Analyzes all available information and data to determine the future needs for environmental quality programs throughout the County;

Develops and presents information regarding environmental quality and solid waste issues to neighborhood groups, public interest groups and other interested parties;

Advises the engineering staff and engineering consultants concerning Pima County projects;

Oversees the construction of new landfills and modification of operating landfills;

Oversees and manages staff in the implementation of environmental regulatory programs;

Provides input and recommendations on the development and administration of the annual budget;

Conducts field inspections to monitor compliance with applicable laws, rules, and OSHA regulations;

Develops methods and procedures for wastewater sludge and grit disposal at landfills in consultation with Treatment Division staff;

Writes specifications for new equipment;

Submits reports on progress and status of the operation.

KNOWLEDGE & SKILLS:

Knowledge of:

- principles and techniques of engineering;
- solid waste collection and disposal operations;
- equipment used in the construction, operation, and maintenance of landfills;
- local, state and federal laws, rules, and regulations governing environmental quality issues and concerns including the disposal of solid waste, air quality, water quality and hazardous materials;
- applicable safety precautions and occupational hazards found at environmental quality work sites including landfill facilities;
- principles and practices of organization and management.

Skill in:

- application of civil engineering techniques;
- interpreting the local, state and federal laws, rules, and regulations governing environmental quality issues and concerns including the disposal of solid waste, air quality, water quality and hazardous materials;
- identification and resolution of operational, procedural, and personnel problems;
- developing and implementing new or revised policies and procedures;
- preparing budgets and cost estimates;
- supervising, training, and evaluating staff;
- preparing comprehensive and concise reports;
- communicating effectively.

MINIMUM QUALIFICATIONS:

A Bachelor's degree from an accredited college or university with a major in engineering, physical or natural science, or closely related field as defined by the appointing authority at the time of recruitment

and five years of work experience in environmental quality, air quality, water quality, hazardous materials, solid waste or pre-registration civil engineering including two years of supervisory experience. (Supervisory experience may be concurrent with the aforementioned experience.) (Additional relevant experience and/or education from an accredited university, college or trade school may be substituted.)

OTHER REQUIREMENTS:

Licenses and Certificates: Some positions require a valid Arizona Class D driver license at the time of application. Failure to maintain the required licensure shall be grounds for termination.

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

Pima County

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