

Code: 2753

Title: ENVIRONMENTAL QUALITY MANAGER

SUMMARY: Plans, organizes and directs 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 directs 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 directs 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:

- the principles and techniques of engineering;
- solid waste collection and disposal operations;
- the equipment used in the construction, operation, and maintenance of landfills;
- the Federal, State, and local 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;
- the principles and practices of organization and management.

Skill in:

- the application of civil engineering techniques;
- interpreting the Federal, State, and local laws, rules, and regulations governing environmental quality issues and concerns including the disposal of solid waste, air quality, water quality and hazardous materials;
- the 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 or physical science and five years of experience including either paraprofessional civil engineering experience or operational experience in either environmental quality, air quality, water quality, hazardous materials, solid waste or some related construction activity.

OTHER REQUIREMENTS:

Licenses and Certificates: Possession of an Arizona Driver's License may be required at time of appointment.

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

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