



Goleta West Sanitary District
PO Box 4
Goleta, CA 93116-0004
805-968-2617
www.goletawest.org

Employment Opportunity

Goleta West Sanitary District is accepting applications and resumes for the position of Environmental Compliance Specialist. This position is responsible for the District Pretreatment Program that regulates commercial and industrial facilities. The Environmental Compliance Specialist will also be responsible for maintaining District compliance with other regulatory agencies which may include APCD, CARB, CUPA, EPA, and State and Regional Water Quality Control Boards. The ideal candidate will have outstanding verbal and written communication skills; have the ability to multitask; work independently and as a team member; and possess excellent organizational and time management abilities. Any relevant experience and certifications such as WEF/CWEA Certifications, NASSCO PACP, MACP & LACP Certification, Confined Space Certification, Traffic Control/Flagger Safety Certified, etc. are desirable and should be included in the application/resume. Once qualified, this position will participate in the District's on-call duty schedule.

ENVIRONMENTAL COMPLIANCE SPECIALIST

Salary Range: 205

\$38.39 - \$46.66/hr.

Application Period Open until: September 31, 2021

BASIC FUNCTIONS OF THE POSITION

Under the direction of the General Manager, the Environmental Compliance Specialist is responsible for the Districts Pretreatment Program that issues permits to, corresponds with, samples and inspects, industrial and commercial facilities that discharge to the public sewer collection system and enforces applicable Federal, State, and local wastewater regulations. This position will also be responsible for maintaining District compliance with applicable governmental regulations and permits pertaining to District owned facilities, equipment and vehicles. The Environmental Compliance Specialist requires a high level of verbal and written communication, the ability to write reports, organize and maintain records, and proficiency at understanding, enforcing and complying with complex rules and regulations.

TYPICAL DUTIES AND RESPONSIBILITIES

1. Administer the District Industrial Pretreatment Program, issue Industrial Wastewater Discharge Permits, collect compliance samples, conduct compliance inspections, maintain detailed records and correspondence, and keep a detailed inventory of industrial facilities within the District.

2. Facilitate and prepare environmental permit applications, reports, and compile support data necessary to obtain and maintain required permits, meet compliance rules, and keep records for the operation of District vehicles and equipment with applicable government regulations.
3. Safely document and collect wastewater samples from sanitary sewer manholes, sumps, wet wells and vaults, as well as other locations.
4. Investigate sources of illicit and detrimental discharges into the sanitary sewer system by inspecting and sampling.
5. Respond to and investigate inquiries and complaints pertaining to District responsibilities.
6. Compose written reports of investigations and findings, actions taken and recommendations.
7. Prepare routine and special technical and administrative reports and correspondence as required for local, State, Federal regulatory agencies.
8. Assist in reviewing plans and specifications for new construction and remodels to determine compliance with District specifications and Uniform Plumbing Code.
9. Review new construction and remodel blueprints for industrial and commercial facilities to ensure all pretreatment requirements are met, provide comments and corrections.
10. Communicate with industrial and commercial representatives, public agencies, vendors, and the public regarding District business.
11. Coordinate activities associated with the District Fats, Oils, and Grease (FOG) program including inspections and outreach at restaurants and Food Service Establishments (FSE).
12. Identify and correct safety hazards or unsafe working conditions and comply with established safety practices and rules.
13. Continue to improve understanding of buildings, vehicles, equipment, facilities, sewer system and overall operations and responsibilities of the District.
14. Remotely monitor District facilities and systems utilizing the SCADA system.
15. Available for on-call and emergencies as needed.
16. Performs other job-related duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required.

KNOWLEDGE OF: Basic principles and terminology of chemistry, biology, and microbiology pertaining to wastewater treatment plant processes and laboratory testing; Federal, State, and local laws and regulations pertaining to industrial waste and wastewater treatment systems; methods and techniques used in sampling and testing industrial, commercial, and domestic wastes; safety precautions required when working with laboratory equipment, chemicals, machinery and toxic wastes; traffic control techniques and hazards; wastewater treatment plant processes; and principles and practices of wastewater collection system operations.

ABILITY TO: Perform a variety of field and office work; plan, organize, and direct the operation of the Industrial Pretreatment Program; install, operate, and maintain sample equipment; maintain test records, files, and permits; efficiently utilize computerized word processing and spreadsheet programs; collect samples, analyze and interpret test results; perform basic laboratory tests accurately; communicate clearly and concisely, both orally and in writing; establish and maintain effective relationships with those contacted in the course of work; maintain mental capacity which allows the capability of making sound decisions and demonstrating intellectual capabilities; maintain effective audio/visual discrimination and perception to the degree necessary for the successful performance of assigned duties.

EDUCATION AND/OR EXPERIENCE: A bachelor's degree from an accredited college or university with major coursework in biology, chemistry, engineering, environmental science, or related field is desired. An equivalent combination of certification, education, experience, and training may be considered.

CERTIFICATES, LICENSES, REGISTRATIONS

REQUIRED:

Possession of a California Class C Driver's License and a driving record that is acceptable to the District's Insurance carrier at time of hire.

California Class B Commercial Driver's License within one year of hire date.

Cardio Pulmonary Resuscitation (CPR) and First Aid Certificate within one year of hire date.

CWEA Environmental Compliance Inspector Grade 1 Certificate within one year of hire date.

CWEA Collection System Maintenance Grade 1 within two years of hire date.

CWEA Environmental Compliance Inspector Grade 2 Certificate within three years of hire date.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel. The employee is regularly required to talk and hear in ambient noise typical of an industrial environment. The employee frequently is required to stand, walk, sit, and reach with hands and arms. The employee is required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move up to 60 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee will be required to work in an office setting and in the field. The employee is frequently exposed to moving mechanical parts, fumes, unpleasant odors, airborne particles, and chemicals. The employee may be exposed to wet and/or humid conditions, outside weather conditions and vibrations. The employee may work in and around traffic and assist in traffic control. Occasional assistance with staff confined space entry may be required. The employee may be exposed to in the work environments where hearing protection is required.

APPLICATION PROCEDURE

A complete application is required (Applications are available on our website, www.goletawest.org, or at our office, UCSB Campus, lot 32, Santa Barbara, CA, 93106. Please call our office at (805) 968-2617 to schedule an appointment to pick-up an application or drop-off your completed application and resume. Applications and resumes can also be submitted electronically to the Office Manager of the Goleta West Sanitary District for review at Info@goletawest.org or mailed via USPS to P.O. Box 4, Goleta, CA 93116. Please call (805) 968-2617 with questions or to **schedule an appointment** if you plan to visit our office in person.

SELECTION PROCEDURE

Applications received by the filing date will be reviewed for accuracy, completeness, and job-related qualifications. A limited number of candidates whose applications clearly demonstrate they most closely meet the requirements will be invited to participate in the selection process. Appointment is subject to successfully passing an oral interview, written test, and background check. A pre-employment physical including drug screening is required. Before starting work, applicants must present documentation of their identity, authorization to work in the U.S., and a valid California Driver's License. The provisions of this flier do not constitute a contract, expressed or implied, and any provisions contained in this flier may be modified or revoked without notice.

Individuals with disabilities requiring reasonable accommodations in the recruiting process must inform the Office Manager in writing.

EMPLOYEE BENEFITS – GENERAL SUMMARY

HOLIDAYS - The District offers 12 paid holidays each year.

HEALTH BENEFITS - The District participates in the Public Employees' Retirement System for health benefits. Each employee can choose from a selection of insurance carriers that have contracted with PERS for health benefits.

RETIREMENT - The District participates in both the Social Security and the Public Employees' Retirement System (PERS).

DENTAL - Dental insurance coverage is provided by the District for the employee and all dependents at no charge to the employee.

VACATION - Vacation determined by years of service.
(1 - 5 years = 10 days; 5 - 10 years = 15 days; 10+ years = 20 days)
Vacation days may be accrued up to 2-1/2 times the annual vacation allowance.

SICK LEAVE - Sick leave is accrued at 3.69 hours bi-weekly.

SAFETY BOOT ALLOWANCE/UNIFORMS AND PROTECTIVE CLOTHING - Field personnel shall be entitled to reimbursement for the cost of steel-toe safety boots to a maximum amount of \$150.00 every year. The cost of such uniforms and/or protective clothing that employees are required to wear shall be borne by the District.

DEFERRED COMPENSATION PLAN - The District participates in a Deferred Compensation Plan. Employee participation in this plan is optional. For employees that participate, the District will match \$0.50 to every dollar of the employees contribution up to 6% of the employees annual salary.

CREDIT UNION - Membership in the Keypoint Credit Union is available to all District employees.

SHORT TERM DISABILITY (SDI) - Coverage provided for regular employees.

LIFE INSURANCE – Life insurance benefit is provided to all regular employees at no cost to the employee.

LONG TERM DISABILITY – Coverage provided for regular employees commencing the first month following the completion of the probationary period by the employee.

SAFETY INCENTIVE PROGRAM

The District is committed to providing and maintaining a healthy and safe work environment and has a safety incentive program for all regular employees.

SERVICE AWARD SALARY INCREASE – An employee shall receive service awards based upon reaching fifteen (15) years of service and again at twenty (20) and twenty-five (25) years.