

# CLASSIFICATION ADDENDUM

## Job Title: Environmental Services Technician

Classification Specification: Technical Specialist

Barg Unit: OPE

Pay Grade: B22-B24

*This classification **addendum** further clarifies job specific duties and requirements of a job within a particular classification. Note: The classification specification document is to be referenced and this document utilized as the addendum (supplement). It is intended to provide additional information, where needed, and is not intended to provide an exhaustive list of duties and responsibilities; specific position assignments will vary depending on business needs.*

### Essential Characteristics and Duties Addendum

The Environmental Services Technician performs a wide variety of field and technical office work in the industrial monitoring and sampling program, and/or the water resources management program. Depending on the required competency level of the position, duties may or may not include the following at varying levels of participation and complexity: assists in the installation, operation, recovery, and maintenance of automatic sampling equipment, and preparation of samples for laboratory analysis; inspects and evaluates/monitors businesses for identification of water quality and capacity, natural resources issues, compliance with regulatory requirements, spill detection and correction, other program areas of concern; investigates reports of water pollution, and participates in identifying water pollutants; conducts sampling and monitoring activities; examines laboratory results from City stormwater, industrial wastewater sampling, or industry self-monitoring for compliance with local and federal regulations; collects and maintains field data and develops and maintains various technical reports, documents, forms, databases; tracks water quality compliance; participates in public education efforts, pollution prevention and recycling activities; prepares guidance and/or training materials; participates in the analysis and interpretation of state and federal water quality regulations; develops maintenance-related programs and participates in the review of development proposals; functions as a part of a team/committee; conducts special projects of a technical and complex nature; prepares enforcement documents for management signature; evaluates non-domestic waste disposal requests; categorizes businesses and informs them of their requirements; participates in and/or coordinates industry permit processes; may provide lead to assigned staff. Performs related duties as assigned.

### Qualifications Addendum

*An entry-level person would be expected to possess the following or any equivalent combination of knowledge, skills, education and experience in order to successfully perform the job.*

#### Training & Experience:

- In the fields of chemistry, biology, environmental studies, or environmental engineering with sufficient related work experience typically related to water quality, industrial pre-treatment, water quality project, maintenance/ enhancement, stormwater management or closely related field.

#### Licensing Requirements:

- Valid Oregon Driver's license at time of appointment.

#### Knowledge:

- Local, state, and federal water pollution, pretreatment or stormwater, and Endangered Species Act regulations;
- Water quality and soil sampling techniques, principles and procedures;

### Essential Characteristics and Duties Addendum

- Industrial wastewater treatment processes; and/or stormwater management practices
- Impact of physical and chemical pollutants on the environment;
- Basic GIS;
- Commercial, residential, industrial, and/or stormwater wastewater generators and their basic activities;
- Basic sanitary and storm system design hydraulics.

**Skills:** *(Demonstrated skill in performing the following)*

- Assisting in the installation, operation, and retrieval of data from portable flow meters;
- Utilizing water quality sampling principles and procedures;
- Water monitoring for water quality and flow conditions;
- Performing minor maintenance on equipment, laboratory and field instruments used for conducting water analyses;
- Understanding facilities plans/maps, blueprints and specifications.

**Qualification For Grade Progression:**

B22 - Contributing  
B23 - Journey  
B24 – Advanced/lead

### Physical Requirements Addendum

Light to Medium Work as defined in the classification specification. Further definition of the physical requirements of the position can be found in a job task analysis.

Travel as required. Positions sometimes perform work under varying weather conditions and require working in direct contact with sewage, sludge, and industrial waste. The incumbent must be able to lift and carry sampling monitoring equipment that could weigh as much as 50 pounds.

### Addendum History

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