



City of Bradenton Job Descriptions

Job Title: ENVIRONMENTAL PROTECTION ENGINEER 1

Date Prepared:	February 14, 2013
Department/Location:	Public Works & Utilities – Engineering Section
FLSA Status:	Exempt
Bargaining Unit:	None
Classification:	Essential: This position is an Essential classification and will require you to report to duty after a hurricane or emergency.
Schedule:	This position normally works a regular weekday daytime shift and requires scheduled/unscheduled overtime, including evenings, weekends and holidays and/or immediate response to emergency conditions.
Supervision Exercised:	None
Supervision Received:	Engineering Section Manager
General Purpose of the Position:	Project management for internal and external projects related to the natural resources within the City of Bradenton, including surface and ground waters, and storm water management systems. Works closely with Federal, State, and local environmental agencies to manage the City's various environmental permits.

Essential Duties and Responsibilities: Responsible for pro-active planning, development and maintenance of City's Environmental programs, including Hazardous Materials, Air, and Water Quality Monitoring.

Responsible for the implementation and management of:

- Local environmental ordinances and regulations
- Operational permit for water reclamation facility including Residuals Land-spreading
- Water Use Permit for water treatment facility
- EPA NPDES Permit for City's storm water system and all related reports
- City's Aquifer Storage and Recovery Program

Responsible also for providing:

- Coordination of consulting engineer contracts and services related to environmental infrastructure of city
- Coordination with federal, state and local agencies and regulators to provide assurance that city remains in compliance with current and pending environmental regulations
- Assistance to all City departments for spill response and other environmental emergency situations
- Professional engineering advice and technical assistance on City environmental issues to other City departments and works with each to develop projects for inclusion in the city-wide Capital Improvements



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- Implementation and tracking of the City's NPDES Permit.
- Training of City staff in areas of environmental protection, erosion control, and hazardous wastes
- Engineering tasks associated with special projects such as groundwater contamination assessments, environmental programs management, regulatory and permitting issues, in-house utility, street or other Public Works projects.

Skills and Physical Abilities Required:

- Knowledge of current principle and practices of civil engineering as it relates to municipal public works activities
- Proficient in the understanding, application and reporting related to current and pending federal, state, and local environmental regulations
- Ability to simultaneously manage multiple internal and external projects with a high degree of proficiency
- Ability to work independently and with minimal supervision
- Highly developed written and verbal communication skills and ability to make effective public presentations.
- Position requires frequent walking, standing, driving, and occasional moderate lifting.
- Proficiency using Microsoft Office suite of programs, experience with ICPR, HydroCad, and/or similar hydrologic modeling software. Experience with AutoCAD and GIS desirable.

Equipment Used: Computer, cell phone, telephone, radio. Non-CDL level City vehicles. Safety training and equipment is provided.

Education and Experience Required: Bachelor of Science Degree from an accredited engineering college Licensed Professional Engineer in State of Florida, or the ability to secure registration within 24 months. 2 to 4 years of related experience in storm water system management, NPDES permitted systems continued compliance, and engineering design of public facilities. Experience with AutoCAD and GIS desirable. Experience in general Public Works operations and management a plus. Familiarity with Aquifer Storage and Recovery systems a plus. Good driving record and valid Florida driver's license.

Environmental Conditions: Indoors and outdoors.

Commercial Driver License (CDL): A Commercial Driver License (CDL) is not required for this position.

Pay Grade: 124

Salary Range: Minimum: \$26.11/hr. Maximum: \$39.17/hr.

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. Duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Approved:

Department Director _____

Date _____

12-29-16



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Human Resources ^{Manager} Director Sheauchamp Date 11/11/17

- *Updated Mar 2014
- **Updated Jan 2015
- ***Updated Jun 2015
- ****Updated Dec 2015