

<b>Job Class Code: 2545</b>	<b>FLSA Status: Exempt</b>
<b>Pay Basis: Salary (Annual)</b>	<b>EEO Category: 2</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to be responsible for the environmental permitting of capital improvement projects and in-house maintenance work in environmentally sensitive areas. The class is responsible for conducting technical reviews of developments, approving and maintaining related information, and providing assistance with project inquiries and concerns. The class is also responsible for investigating illegal activity complaints and performs related duties as required. The class works within a general outline of work to be performed and develops work methods and sequences under limited supervision.

**TYPICAL TASKS**

- Researches and analyzes engineering and environmental data in order to prepare Joint Permit Applications and support engineering plans and contract documents.
- Reviews plans for public works, utility facilities, and/or stormwater management projects.
- Conducts technical field inspections by providing environmental support for customer service requests, designs/reviews environmental restoration requirements, and establishes or verifies wetland and stream areas utilizing Global Positioning system equipment and Geographic Information System software
- Conducts assessments of hydric and non-hydric soils.
- Conducts assessments of hydrophilic and terrestrial vegetative communities.
- Conducts assessments of hydrologic conditions to determine whether primary and/or secondary indicators exist sufficient to support wetland vegetation and hydric soils.
- Determines the extent of hydrologic conditions within streams and conducts assessments of micro-benthic communities within stream systems.
- Responds to inquiries and concerns, and provides consultation to contractors, staff, citizens, and other organizational agencies on environmental issues.
- Inspects project sites, estimates project costs, and manages the progress of projects.
- Designs and generates reports for research and project tracking, compiles information, maintains data and written correspondence database files, administers written reports on conducted inspections and distributes updated information.
- Performs related tasks as necessary such as training staff and processing daily paperwork.
- Performs other related duties as assigned.

**GENERAL STANDARDS**

<b>Data Involvement</b>	Coordinates or determines time, place or sequence of operations or activities based on analysis of data or information, and may implement and report on operations and activities. Prepares and coordinates with outside entities to ensure compliance with regulatory requirements.
<b>Interpersonal/People Involvement</b>	Persuades or influences others in favor of a service, point of view, or course of action; may enforce laws, rules, regulations, or ordinances. Works with various state and federal agencies and also works with individuals outside the City who may belong to professional or peer organizations.
<b>Reasoning Requirements</b>	Performs work involving the application of logical principles and thinking to solve practical problems within or applying to a unit or division of the organization by tracking and reviewing operational impact, state and federal regulations, and legislation affecting the City.
<b>Mathematical Requirements</b>	Work requires the ability to perform algebraic calculations or statistics applying such functions as frequency distribution, reliability, validity and correlation techniques; may use descriptive statistic and rectangular coordinates.

<b>Language Requirements</b>	Reads journals, manuals, and professional publications; speaks informally to groups of coworkers, staff in other organizational agencies, the general public, and people in other organizations; composes original reports, training and other written materials using proper language, punctuation, grammar, and style.
<b>Mental Requirements</b>	Performs professional level work requiring the application of scientific, engineering, legal, or managerial methods in the solution of technical, administrative, or legal problems; applies extensive understanding of operating policies and procedures to solve complex problems or coordinates work in these disciplines; requires continuous, close attention for accurate results and frequent exposure to unusual pressures.
<b>Decisions/Supervisory Control</b>	Guides others, making frequent decisions, affecting the individual, the organization, coworkers, and others who depend on the service or product.

**EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS**

<b>Vocational/Educational Requirement</b>	Requires any combination of education and experience equivalent to a bachelor's degree in environmental science, biology, geology, or a closely related field.
<b>Experience</b>	In addition to satisfying the vocational/education standards, this class requires a minimum of four years of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	Requires a valid driver's license and a driving record that is in compliance with City Driving Standards. Virginia Certified Wetland Delineator, Professional Soil Scientist and/or Professional Wetland Scientist certifications desired.
<b>Special Requirements</b>	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*