

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **ENVIRONMENTAL SPECIALIST IV**

Spec No. 3070

### **BASIC FUNCTION**

To operate, monitor, maintain and analyze the landfill gas and flaring facilities, leachate collection treatment and conveyance systems and water quality monitoring sites at Environmental Services controlled functions.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Visually inspects landfill gas and flaring facilities and leachate collection and conveyance facilities for alarms, equipment irregularities or malfunctioning systems; trouble shoots and corrects ordinary problems or calls on outside assistance as necessary; maintains daily records of equipment operations.
2. Operates, maintains and monitors the leachate systems at the Cathcart, Lake Stevens, and Regional Landfills and the Silver Lake Monitoring Station; monitors such things as flow, temperature, pump operations and pH content; collects samples and conducts field data analysis; prepares field data reports documenting readings and observations; analyzes leachate data and makes process control changes to leachate systems as required; delivers samples to the proper laboratory as required.
3. Monitors ground water at solid waste sites; collects ground water samples from monitoring wells utilizing approved collection techniques; compiles and records field sample data; delivers samples to the proper laboratory as required.
4. Monitors surface and storm water runoff at solid waste sites; collects surface and storm water samples utilizing approved collection methods; performs field tests to determine field constituents of each sample; delivers samples to the proper laboratory as required.
5. Operates and monitors gas extraction and flaring facilities; monitors gas flow at solid waste sites; records required information on a data recorder and downloads into a personal computer for analysis and reporting; analyze gas data and make process control changes to gas extraction and flaring facilities as required.
6. Assists in the training of new and temporary employees as necessary.
7. Cleans, calibrates, repairs, and maintains all types of monitoring equipment; instructs other employees in the proper maintenance and storage of equipment as required.
8. Assists the ESS Supervisor by providing input for the annual budget process; analyzes inventory, projects future trends in operational requirements and compiles required information.
9. Provides job related information and technical data to Solid Waste Department employees, consultants, regulatory agencies and the general public.

# SNOHOMISH COUNTY JOB DESCRIPTION

## ENVIRONMENTAL SPECIALIST IV

Spec No. 3070

### STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

10. Provides purchase request input and justifications as needed; prepares bid specification.
11. Reviews job related operations and maintenance manuals for accuracy and completeness; provides input to solid waste managers and consultants as necessary; update job related operations and maintenance manuals as required.
12. Performs routine labor as assigned.
13. Performs related duties as required.

### MINIMUM QUALIFICATIONS

A total of forty-five (45) credits of vocational or college level course work OR; a Wastewater Group 2 Certification from the State of Washington and have a total of thirty (30) credits of vocational or college level course work. In either case, these credits must be earned in at least three of the following subjects: mathematics, chemistry, computer science, geology, natural sciences, or water quality, AND, one (1) year experience in the field of solid waste, AND, four and a half (4.5) years experience in groundwater monitoring and/or landfill gas monitoring. Must pass job related tests.

### SPECIAL REQUIREMENTS

Familiarization with personal computers is required.

A valid Washington State Driver's License is required.

Possession of or ability to obtain a valid First Aid Card within six (6) months of employment.

Possession of or ability to obtain a forty (40) hour certification in Health and Safety at Hazardous Waste Sites within six (6) months of employment.

Ability to pass the base-line physical for hazardous materials handling.

Possession of or ability to obtain a Washington State Department of Ecology Group 2 Wastewater Treatment Plant Operator's Certification within eighteen (18) months of employment.

Ability to pass the annual lung capacity test for wearing respirators.

### PROMOTIONAL REQUIREMENTS

Environmental Specialist III employees may be promoted to the Environmental Specialist IV level if they meet the following requirements:

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **ENVIRONMENTAL SPECIALIST IV**

Spec No. 3070

### **PROMOTIONAL REQUIREMENTS** (Continued)

Twenty-four (24) months of satisfactory service at the Environmental Specialist III level;

Completion of at least sixty-four (64) clock hours of supervisor-approved training while at the Environmental Specialist III level;

A total of forty-five (45) credits of vocational or college level course work OR; a Wastewater Group 2 Certification from the State of Washington and have a total of thirty (30) credits of vocational or college level course work. In either case, these credits must be earned in at least three of the following subjects: mathematics, chemistry, computer science, geology, natural sciences, or water quality. Passing score on an advancement test.

### **KNOWLEDGE AND ABILITIES**

Knowledge of:

- landfill gas, leachate pretreatment and waste monitoring techniques
- codes, laws, and regulations relating to environmental quality monitoring and safety
- water and gas instrumentation operation, calibration, and repair
- use of personal computers
- analytical problems solving

Ability to:

- diagnose and troubleshoot routine and unusual electrical and mechanical problems
- understand and perform data entry and report compilation using a computer
- read, understand and follow safety rules and regulations
- understand and execute oral and written instructions
- prepare and organize clear and concise field and office records and reports
- establish and maintain effective working relationships with superiors and co-workers, consultants and representatives of government agencies
- understand and interpret work related laws, regulations and procedures
- make independent decisions under pressure

### **PHYSICAL REQUIREMENT**

Lifting in excess of fifty (50) pounds of tools and sampling devices in awkward positions is required. Walking long distances over rough terrain and working in confined spaces with hazardous gases and obnoxious odors present is required. Manual dexterity is required for the operation of assigned equipment and personal computers.

# SNOHOMISH COUNTY JOB DESCRIPTION

## ENVIRONMENTAL SPECIALIST IV

Spec No. 3070

### SUPERVISION

The employees in this classification report to the Environmental Services Supervisor. The monitoring functions are performed independently throughout the county. Work submitted may be spot checked for completeness and accuracy.

### WORKING CONDITIONS

The work is performed in an office environment and outside in all types of inclement weather conditions at solid waste disposal sites throughout the county. The employee is exposed to unpleasant odors, dust, and debris. The employee is required to wear county supplied safety equipment and uniforms when in the field or operating assigned facilities.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: January 1994  
Previous Spec No. 420443  
Revised: June 2000, November 2000, April 2002  
EEO Category: 3 - Technicians  
Pay Grade: 239 - Classified Pay Plan  
Workers Comp: 1501 Hazardous