ENVIRONMENTAL PROGRAMS INSPECTOR

Under the general supervision of the Environmental Programs Manager, the Environmental Programs Inspector will perform Certified Unified Program Agency (CUPA) and Clean Water inspections and investigations for the City of Union City. The Environmental Programs Inspector must possess a current International Code Council (ICC) certification as an underground tank inspector or obtain this certification within six months. The Environmental Programs Inspector will review and approve California Environmental Reporting System (CERS) submittals, and conduct facility inspections for hazardous materials storage, underground tanks, hazardous waste generators, on-site treatment of hazardous waste, aboveground petroleum storage (APSA), California Accidental Release Prevention Program (CalARP) and the Union City Clean Water program at commercial and industrial facilities.

EXAMPLES OF DUTIES

Duties may include, but are not limited to the following:

- Conducts inspections and investigations to determine compliance with federal, state and local ordinances, laws and regulations governing hazardous materials and clean water standards, issues violations, works with businesses to achieve compliance and supports enforcement actions as needed.

- Evaluates chemical storage and use practices at businesses, identifies violations of codes and regulations, and prepares clear, professionally written inspection reports, violation letters, correction notices, stop work orders, citations and other correspondence;

- Enters inspection and enforcement findings into the City's CUPA database (Accela’s Envision-Connect) using a portable field computer, and interacts with Accela customer support to facilitate maintenance of the database.

- Analyses and interprets hazardous materials and hazardous waste analytical results;

- Reviews, validates and approves electronic data submissions from businesses in the California Environmental Reporting System (CERS) database and assists business operators in maintaining CERS compliance;

- Gathers supportive evidence and prepares CUPA enforcement cases including Administrative Enforcement Orders and referrals to the District Attorney;

- Investigates complaints, allegations and referrals regarding Clean Water issues and the storage of hazardous materials and/or hazardous wastes, including at emergency incidents, and makes appropriate recommendations for the elimination or control of conditions hazardous to the public and/or the environment;

- Assists in inter-agency investigations, clean-ups and enforcement actions.
• Reviews and evaluates hazardous materials and Clean Water facility permit applications, and construction plans for compliance with federal, state and local law and industry standards, calculates and assesses appropriate fees, and meets with permit applicants to explain necessary revisions and additional requirements;

• Provides technical assistance in hazardous materials and Clean Water issues to representatives of industry, government and the general public;

• Serves as technical resource to the Alameda County Fire Department in response to emergencies involving Union City CUPA facilities;

• Attends relevant training courses, task force meetings, seminars and conferences to maintain up-to-date competence in the requirements of the CUPA program;

• May appear in court or provide testimony in cases of civil and/or criminal complaints regarding violation of environmental laws, ordinances, regulations, and facility inspection findings;

• Performs other duties as required.

EDUCATION AND EXPERIENCE

Any combination of education and experience that has led to the acquisition of the required knowledge and abilities described. A typical means of acquiring the essential knowledge and abilities is a combination of education and experience equivalent to:

- A Bachelor’s Degree from an accredited college or university, with major coursework in biology, chemical engineering, chemistry, environmental engineering, environmental science, fire science, fire technology, hazardous materials management, industrial hygiene, toxicology or closely related field. Registration as an Environmental Health Specialist may be substituted for the educational requirement on a case-by-case basis

AND

- Three (3) years recent, full-time experience in conducting compliance inspections of hazardous materials/hazardous waste facilities, or environmental investigations, or in the enforcement of federal, state or local government environmental requirements.

Certifications Required: Current International Code Council (ICC) certification as an underground tank inspector is required; the successful candidate must possess, or be able to obtain this certification within six months of employment. Maintenance of the ICC certification is a requirement for continued employment.

Certifications Desired: Aboveground Petroleum Storage Act (APSA) Inspector three-day training course with passing exam. Current health and safety training completed for Hazardous Waste Operations and Emergency Response (HAZWOPER) per Title 8, CCR Section 5192 (24 hour with current 8 hour refresher) are desired.

QUALIFICATIONS

Knowledge of: Chemical and physical characteristics of hazardous materials and their effects on human health and the environment; federal, state and local statutes and regulations relating to hazardous materials and environmental management; inspection and investigation techniques and technical report writing and research methods; principles and practices of hazardous materials management including storage, transportation, on-site treatment, recycling, and disposal requirements.
Ability to: Work independently and/or with minimal supervision; effectively communicate verbally and in writing; effectively plan and organize work; operate a personal computer to track data; prepare effective, clear, concise reports and correspondence; establish and maintain cooperative working relationships with others; collect samples of potential hazardous materials and/or hazardous wastes; identify potential hazards in the proposed storage or handling of hazardous materials at facilities; analyze and interpret codes, regulations, policies and procedures; interpret and apply Federal, State, and local laws, regulations and ordinances; analyze data pertaining to hazardous materials and make sound recommendations; interact tactfully and effectively with the public, City employees, and with owners/operators of facilities; maintain accurate records; analyze and interpret data and accurately conduct computer data entry; physically perform the duties of the job; prioritize work assignments while establishing and maintaining effective professional relationships; perform field inspections and investigations using a field computer; interpret plans and specifications, environmental data and technical reports.

The Environmental Programs Inspector may perform various physical demands such as occasionally lifting equipment and materials weighing up to 50 pounds, bending, stooping, climbing, walking or standing for prolonged periods of time; walking on uneven surfaces; and working in all weather conditions.

License

Must possess a valid Class “C” California Driver’s License and have a satisfactory driving record.