

Compliance Technician(Wastewater)

Job Description

Role:

Under the supervision of the Wastewater Compliance Supervisor, this position is primarily responsible for managing and ensuring compliance with the Authority's Fats, Rags, Oils, and Grease (FROG) Program, and Industrial Pretreatment and Toxic Monitoring (IPTM) Program.

Essential Functions

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

- Routinely perform site inspections, enforcement, and follow-up on sites that could potentially generate problematic flows into the Authority's wastewater collection systems.
- Coordinate sampling and testing, schedule tests, determine testing needs, process necessary paperwork, and interpret results.
- Complete site inspection reports and documentation for the Programs.
- Routine review of the FROG, and IPTM programs, policies and making recommendations for improvement.
- Data entry into each program's database.
- Participate in the evaluations, inspections, and monitoring of regulated industrial waste dischargers and assist the Wastewater Compliance Supervisor in resolving violations.
- Maintain correspondence with restaurants, businesses, and the public.
- Represent the Authority professionally in meetings with existing and potential customers and their representatives.
- Perform inspections, evaluations, and prevention controls to ensure compliance with state, local, and federal regulations.
- Respond to consumer and customer concerns.
- Maintain a thorough knowledge of federal, state, and municipal laws and regulations pertaining to the protection of potable water systems, including waterworks regulations, applicable building codes, Clean Water Act, and local sewer use ordinances.
- Operate assigned Authority facilities to ensure compliance with maintenance and operation standards and applicable local, state, and federal regulations.
- Create work orders for CCTV inspection of systems for FROG compliance
- Maintain Assigned vehicle.
- Act as a liaison between industrial users and the Authority and between the Authority and VA DEQ as necessary in performing job duties.
- Perform other tasks and duties as assigned by the Wastewater Compliance Supervisor.

Minimum Qualifications:

- High School diploma or equivalent.
- An Associate’s degree in environmental science, chemistry, or biology preferred.
- Basic knowledge of field sampling protocols, sampling methods, and data analysis of laboratory results.
- A valid Virginia Driver’s license and comply with the Authority’s Vehicle and Equipment policy.
- Must be proficient in Microsoft Office®.
- Must be organized, detailed, and self-motivated.
- Be able to maintain logs and prepare reports.
- Be able to follow verbal and written instructions and communicate effectively orally and in writing.
- Be able to establish and maintain working relationships with employees, other agencies, and the public.
- Complete Industrial Waste Treatment, Volume 1 offered by the Office of Water Programs - Sacramento State

Additional Information:

- Normal work hours are from 7:30 a.m. to 4:00 p.m. Monday through Friday with a thirty (30) minute lunch break. Alternate schedules and/or after-hour work may be required. This position is subject to off-hour calls, as necessary.
- This position operates within the established organizational framework of Bedford Water and is responsible for adhering to departmental reporting structures, supervisory direction, and established lines of authority.

Working Conditions

The characteristics listed below are representative of the physical demands, physical agility, sensory requirements, and environmental exposures required by an individual to successfully perform the essential duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

- Employee sits some of the time but may walk or stand for most periods of time.
- This classification involves frequent physical agility requirements such as climbing, stooping, kneeling, crouching, crawling, reaching, pushing, pulling, repetitive motions, and manual dexterity.
- Sensory requirements include standard vision requirements, ability to express ideas, and ability to hear information at normal spoken word levels.

Physical Exertion (Pounds)	
Up to 10	Frequent
Up to 25	Frequent
Up to 50	Occasional
Up to 100	None

100 or more	None
-------------	------

Environmental Exposures	
Work near moving mechanical parts	Occasional
Work in high, precarious places	None
Toxic or caustic chemicals	Occasional
Outdoor weather conditions	Occasional
Extreme Cold, non-weather	None
Extreme Heat, non-weather	None
Noise Level	Moderate

Employment Eligibility/Work Authorization Requirements:

The BRWA is committed to employing only individuals who are authorized to work in the United States and who comply with applicable immigration, employment law, and criminal background clearance. As a condition of employment, every individual must provide satisfactory evidence of his or her identity and legal authority to employment. The Authority is an equal opportunity employer.

Condition of Employment:

This position serves at the will of the Executive Director.

Employee signature below indicates the employee's understanding of the requirements, essential functions, and duties of the position.

Print Name

Date Signed

Signature