

CITY OF OMAHA CLASS SPECIFICATION

No. 1685

ENVIRONMENTAL QUALITY CONTROL SUPERVISOR

NATURE OF WORK

This is supervisory technical and administrative work in the coordination and operation of environmental quality control programs such as the City of Omaha's air quality and odor control programs as required by the Omaha Municipal Code, state statutes, and federal regulations. Work also involves the supervision of solid waste enforcement, landfill permitting and monitoring, and other waste enforcement, landfill permitting and monitoring, and other waste disposal and recycling programs. An employee in this classification exercises supervision over professional and technical personnel engaged in environmental quality control programs and projects. Such an employee performs duties with considerable independence, however, general supervision is received from a superior.

ESSENTIAL FUNCTIONS (Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)

Supervises field operations, including the collection of asbestos samples, the enforcement of city, state, and federal environmental regulations, and the investigation and inspection for compliance with permit conditions.

Assists in the hiring, training, assigning, and review of subordinates.

Supervises subordinates in gathering and maintaining records required by the state and federal environmental protection agencies.

Reviews and updates the Omaha Municipal Charter annually to comply with the Federal Clear Air Act requirements and with the federal, state, and local memoranda of agreement.

Acts as liaison between members of the business community, the public, the Nebraska Department of Environmental Quality, the Douglas County Health department, and the Environmental Protection Agency on permitting and other compliance issues.

Assists in the development and administration of the air pollution control program.

Prepares cases involving businesses or individuals thought to be in violation of environmental protection regulations.

Collects data and compiles reports for the division, the department, and the regulating agencies concerning environmental control issues.

Tracks fund, grant, and fee revenue and expenditures in accordance with federal and state requirements.

Performs other related duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the theories and practices of air and environmental pollution control.

Knowledge of federal and state regulations and city ordinances governing air pollution control, solid waste disposal, and other environmental control programs.

Skill in the evaluation and application of theories and practices of the air and environmental pollution control field.

Ability to plan, assign, schedule, supervise, and evaluate the work of a number of technical subordinates.

Ability to collect, evaluate and interpret the results of laboratory analysis and implement the information learned in air pollution control efforts.

Ability to meet and communicate effectively with members of other governmental agencies and the public concerning environmental issues.

Ability to understand written or oral instructions.

Ability to sit from 51 to 75% of the time, and to climb, reach, balance, bend, stoop, squat, kneel, crouch, crawl, stand, walk, push, pull, lift, and type from 0 to 25% of the time.

Ability to sit most of the time, to use up to ten pounds of force to move objects up to 33% of the time, and to use lesser amounts of force to move objects from 34 to 100% of the time.

EDUCATION AND EXPERIENCE (The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)

Bachelor's degree with a major in applied or natural sciences or a related field AND technical experience in the field of environmental and air quality control programs, including supervisory experience.

SPECIAL QUALIFICATIONS

Must be able to transport oneself or coordinate transportation to work sites throughout the City during the course of the work day.

WORKING CONDITIONS

Work is performed primarily in an office setting, however, and employee in this classification periodically works outdoors in all weather conditions, exposed to fumes, odors, mists, dust or gases.

EQUIPMENT OPERATION (Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)

Computer

Approved: 6/24/93