



ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY WATER PROTECTION INSPECTOR

Pay Grade: 59 Pay Range: \$18.77 TO 26.28 per hour plus benefits
New employees usually start at beginning level of pay range.

FLSA Status: Non-exempt (eligible for overtime)

Qualifications: Education and/or experience equivalent to a High School Diploma and three (3) years full time wastewater treatment and/or water distribution work. Must possess an Arizona Grade 1 Operator's Certifications for Water Distribution and Wastewater Treatment upon hire. Within 1 year of employment candidate must obtain an Arizona Grade 2 Operator's Certifications for Water Distribution and Wastewater Treatment. Must possess or obtain within six (6) months of hire a Backflow Assembly General Tester Certification. Must pass pre-employment drug test and background check.

Tasks: The Water Protection Inspector will assist in the operation and administration of the City's Cross-connection Control and Industrial Wastewater Pretreatment programs to ensure compliance with governmental regulations and permit requirements. Typical duties will include:

- Periodic review and continuous development of programs, and program documents including Best Management Practices.
- Create and present public education and outreach materials for public, private, commercial, residential, civic, and regulatory groups.
- Respond to inquiries and requests for information from public and private entities.
- Review building plans and perform site inspections for compliance with program and permit requirements.
- Evaluate permit applications and issue Industrial Wastewater Discharge Permits.
- Perform routine and non-routine sampling to determine regulatory compliance and investigate non-compliance.
- Review periodic reports and analytical results for permit compliance.
- Compile periodic reports on program activities and enforcement actions.
- Recommend and draft enforcement actions, and monitor compliance with issued enforcement directives.
- Maintain database of backflow prevention assemblies, test reports, and testing companies.
- Install, test, and repair backflow prevention assemblies.
- Perform site surveys to determine presence of Sewer Backwater Valve.
- Coordinate and perform flow monitoring activities in the Wastewater Collection System.
- Use CMMS software to track work performed.
- Communicate with State and Federal regulatory agencies with regard to Cross-connection Control and Industrial Pretreatment programs.

Knowledge, Skills, and Other Abilities;

- Knowledge and consistent application of Federal, State and City rules, regulations, policies, procedures, codes and ordinances related to Cross-connection Control and Industrial Pretreatment.
- Knowledge of computer programs Including Windows 7 OS, Microsoft Office programs, Lucity CMMS software, MUNIS, and GIS software
- Skill in following oral and written instructions
- Skill in utilizing public relations techniques in responding to inquiries and complaints.
- Skill in establishing and maintaining effective working relationships with State, Federal, and other local officials, elected officials and City residents.
- Skill in drafting reports, enforcement documents, and permits.
- Skill in evaluating laboratory analytical reports.
- Must follow OSHA and City safety standards including the use of respirators, hard hats, protective clothing/eye wear/footwear, and other related materials or equipment.

Physical and Visual Ability: Sufficient to effectively and safely perform required duties and to safely operate required equipment and city vehicles as needed. The successful candidate must be able to see clearly, with correction if necessary, during both day and evening hours and in potentially adverse weather conditions. Must possess ability to perform manual labor for extended periods of time and be capable of lifting 60 pounds frequently and a maximum of 100 pounds occasionally.

Hearing and Speaking Ability: sufficient to clearly, concisely and effectively communicate in person and over the radio and telephone. Freedom from mental disorders which would interfere with performance of duties as described.

Deadline: Applications must be received by August 23, 2013.

Send application/resume to:

City of Prescott, 201 S. Cortez St., Prescott AZ 86301

(928) 777-1347 (928) 777-1315 TDD (928) 777-1100 Fax: (928) 777-1213

Email: hr@prescott-az.gov **Visit our website at** www.cityofprescott.net Posted July 29, 2013

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MAJOR BENEFITS FOR FULL-TIME REGULAR EMPLOYEES: Fourteen (14) days paid time off; Ten paid holidays; Employee Health and Life Insurance; Short Term Disability; Long Term Disability and Retirement benefits; Social Security; Deferred Compensation Plans other optional benefits. PROBATION: An established probationary period must be satisfactorily served by each employee. NOTE: When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the selection process.