

# **CITY OF CHATTANOOGA**

## **Classification Specification Title: Environmental Compliance Specialist 1 (Wastewater)**

**Department: Wastewater**

**Pay Grade: WWFG.08**

**Supervision Received From: Asst. Env. Compliance Man.**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 7/01/22**

**Revision Date: 4/2/25;**

**9/30/24; 11/03/23; 10/20/23;  
10/05/22**

### **CLASSIFICATION SUMMARY:**

Incumbents in this classification are responsible for performing technical duties in support of the Federally Mandated Pretreatment program. Duties include monitoring and inspecting food service facilities, industries, and Dental offices and detecting and eliminating illicit discharges to ensure City, State and Federal regulations are enforced. Typical duties include analyzing a variety of flow, pH and sampling data, installing and maintaining monitoring equipment; monitoring river, stream and assisting industry and restaurant representatives to solve problems. Works under limited supervision.

### **SERIES LEVEL:**

The Environmental Compliance Specialist 1 is the first level of a four-level pretreatment series.

### **ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

Monitors pretreatment operations which includes implementing industrial, restaurant, and dental inspections and monitoring to assess compliance; collecting and documenting related data/findings; conducting organic, composite and grab sampling and grease control and dental amalgam equipment monitoring; assisting in planning, installing, maintaining and programming automatic samplers and flow meters; implementing Grease Control Equipment (GCE) assessment protocols and identifying and documenting leaking and damaged units. Coordinates schedules and meets with I&I department to televise (via CCTV) sewer lines that need to be inspected and/or cleaned.

Detects and eliminates illicit discharge that includes preparing and conducting field sampling of industrial outfall points to identify and eliminate sources of pollutants and threats to the Wastewater Treatment plant/Environment.

Conducting complaint investigations of illicit discharge; preparing and conducting industrial, sewer, and receiving stream sampling to identify sources of problem areas; identifying sources of potential infiltration, to prevent Sanitary Sewer Overflows (SSO's) to the sanitary infrastructures.

Serves as a regulatory authority for applicable industrial, significant user sites and foodservice facilities which involves collecting industrial wastewater samples, pH and flow data to ensure pretreatment compliance with applicable federal, state and local codes, laws, rules, and regulations.

Meets with industry representatives, food service facilities and other interested parties to respond to questions, provide suggestions regarding measuring devices and grease control equipment, flow fluctuations, pH data and/or sampling discrepancies; provides assistance in calibrating and positioning equipment.

Communicates with the food services establishment to schedule on-site observation and inspection of the installation of a new grease interceptor in accordance with City regulations.

Meets with septic tank haulers during the pumping of interceptors to verify equipment condition; confers with plumbers on the size and placement of grease traps and interceptors.

Participates in developing routine maintenance schedules.

Analyzes data related to Pretreatment characteristics; maintains logs and computerized records of inspection activities and interprets, reviews and completes a variety of forms, invoices, sampling labels, reports, correspondence, applications, plans, drawings, ordinances, regulations, and maps.

Enforces Pretreatment Food Service Establishment (FSE) ordinances and regulations and initiates enforcement actions to include but not limited to written warnings, notices of violation letters and civil penalties and court citations; maintains related records for potential judicial review and testifies in court on Pretreatment and FSE enforcement cases

Conducts and documents investigations and inspections relative to Pretreatment and GCE management to include but not limited to inspection of post-development best management practices, and sanitary sewer overflows.

Uses, carries, and answers their cell phone for business purposes as determined by the assigned job duties and the department head.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers, and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

#### MINIMUM QUALIFICATIONS:

Bachelor's Degree in Chemistry, Environmental Science, Physical Science, Biological Science is preferred; OR four (4) years of related pretreatment experience required; or any combination of relevant education, training or experience sufficient to perform the essential duties of the job will be considered.

#### LICENSING AND CERTIFICATIONS:

Valid Driver's License

State of TN Pretreatment Collections Systems Certification within twelve (12) months of hire.

Must be able to obtain HazMat Certifications within six (6) months of hire.

Must hold or be able to obtain a Special Police Commission.

#### KNOWLEDGE AND SKILLS:

Knowledge of environmental science principles; pretreatment collection systems; applicable tools and equipment utilized in the trade; mathematical principles and minor electrical principles. Skill in using a computer and related software applications. Interpreting a variety of technical documents including diagrams; operating applicable tools and equipment of the trade; operating a boat; performing mathematical calculations; interpreting graphs; collecting and analyzing pretreatment sampling data; communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

#### PHYSICAL DEMANDS:

Positions in this class typically require climbing, balancing, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

#### WORK ENVIRONMENT:

Medium Work: Exerting up-to 50 pounds of force occasionally and/or up-to 20 pounds of force frequently and/or up-to 10 pounds of force constantly to move objects. Incumbents may be subjected to working in high and precarious places; moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gasses, poor ventilation, chemicals, oils, extreme temperatures, workspace restrictions, and infectious diseases.

#### SPECIAL REQUIREMENTS:

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.