

**CITY OF CHATTANOOGA**  
**Classification Specification Title: Water Quality Trainee**

**Department: Public Works**

**Pay Grade: GS.04**

**Supervision Received From: Water Quality Supervisor**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 8/18/14**

**Revision Dates: 4/4/25;**

**10/20/23; 1/11/23**

**CLASSIFICATION SUMMARY:**

Incumbents in this classification will assist in various aspects of the Water Quality Program requirements to comply with the NPDES permit for the city of Chattanooga. Will be exposed to a wide range of activities associated with the Water Quality Program and storm water quality management and is gradually expected to perform responsibilities in most Water Quality Program activities. Duties would include environmental sampling and monitoring, inspections, data entry and analysis related to watershed operations. It is the intent of the internship program to enhance the knowledge, understanding and skills of emerging professionals via exposure to the work environment and various tasks/processes. Works under direct supervision.

**SERIES LEVEL:** This is a stand alone position.

**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.)*

Assists in monitoring watershed operations including stream inspections and monitoring to assess general physical and biological water quality conditions; collecting and documenting related data/findings; conducting ambient, wet weather and benthic macroinvertebrate sampling and hydrologic monitoring.

Assisting in planning, installing, maintaining and programming automatic samplers and flow meters; implementing stream assessment protocols and identifying and documenting erosion problems.

Assists with detection and process of elimination for illicit discharges which may include preparing and conducting field screening sampling of watershed grid points to identify and eliminate sources of pollutants; assisting water quality staff in complaint investigations of illicit discharge; assisting in pesticide, herbicide and fertilizer sampling to identify sources of problem areas; performing source tracking of sanitary discharge from sewer infrastructures (private service laterals and public trunk lines).

Assists in record keeping with proper logging and computerized record upkeep of inspection and monitoring activities.

Familiarization with data analysis related to watershed characteristics for the development of watershed plans; assists in watershed planning activities, including but not limited to watershed characterizations, watershed simulations and TMDL implementations.

Reviewing, interpreting and completing a variety of forms, reports, sampling labels, correspondence, applications, plans, drawings, ordinances, regulations and maps.

Assists in complaint investigation, storm water ordinance and regulation enforcement, corrective action recommendations for identified problems, and enforcement action initiation to effect compliance with established regulations.

Assists in providing education service to individuals or groups to raise awareness of water quality and storm water issues and constructive actions for watershed management.

Assists in the launching of investigations and inspections relative to stormwater and watershed management, including inspection and documentation of post-development best management practices, storm water fee reduction requests and sanitary sewer overflows.

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.

DEPARTMENT SPECIFIC DUTIES (if any):

MINIMUM QUALIFICATIONS: Must be enrolled in or a recent graduate of an accredited school majoring in Chemistry, Biology, Environmental Science, Engineering or related field.

LICENSING AND CERTIFICATIONS: Valid Driver's License

SUPPLEMENTAL INFORMATION:

Knowledge of natural resources. Skill in Microsoft office.

PHYSICAL DEMANDS: Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, 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 moving fumes, odors, poor ventilation, chemicals, and extreme temperatures.

**SPECIAL REQUIREMENTS:**

Safety Sensitive: N

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.