

## Environment Protection Technician

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### **DEFINITION**

This is complex environmental protection field work specializing in either a compliance or surcharge focus involving the education, sampling, monitoring and enforcement of the Drainage Bylaw 16200 that support the overall objectives and targets of the Industrial Source Control Program.

Work is performed independently under the general guidance of a superior and is subject to review for completion and adherence to established policies, procedures, bylaws and legislative requirements.

Employees of this class use their scientific and environmental technical knowledge and expertise when performing work to ensure public safety, environmental protection and drainage infrastructure protection. Employees apply industry knowledge and judgment in decision making when performing inspections, investigations and specialized sampling and when determining appropriate enforcement related activities for a wide range of industrial, commercial or institutional facilities.

The Compliance position involves onsite inspections, sampling, monitoring and investigations to determine compliance with the Drainage Bylaw and the promotion of educational awareness activities.

The Surcharge position is front-line supervisory work that involves planning, scheduling, conducting and reporting of the daily sampling and monitoring of the Surcharge Team and ensures completion of billing reports.

### **TYPICAL DUTIES** \*

Performs safety inspections and hazard assessments at all work sites and ensures that all required hazard controls are in place and in use in accordance with City policy and site specific requirements

In the field, performs visual and test kit assessments of samples. Records results and observations and other work related data such as mileage, time and sample locations

Using technical expertise, judgment and independent decision making in the review of the industry specific wastewater effluent, determine the appropriate parameter (e.g. P.H. phosphorus, nitrogen, heavy metal etc) and sample type and/or technique

Plans, conducts and documents routine and specialized wastewater/water sampling programs of widely varying complexities from representative sampling points using a variety of manual and automated equipment and techniques in accordance with established sampling protocols or specialized procedures

Ongoing mainframe software support and business unit development

Maintains sampling and safety equipment by calibration and replacing parts to ensure an operational condition

- **Compliance Position**

Research, plan, conduct and document daily preliminary and detailed inspections of industrial, commercial and institutional sites, facilities, processes and systems of widely varying complexities, obtaining representative samples when necessary, to determine compliance with bylaw requirements such as if wastewater effluent requires pre-treatment or alternative disposal methods

Educates, promotes and enforces bylaw compliance including designing and presenting seminars

Plans, conducts and documents investigations of bylaw complaints and alleged violations in co-operation with other departments or agencies

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Records and prepares written inspection / investigation findings or reports and recommendations to remedy any detected adverse effects

Issues verbal and written notices, letters, tags, violation tickets, enforcement orders and appears in court as a witness. Performs phase I site assessment record searches and the associated monthly billing reports. Initiates Environmental Management System (EMS) audits

- **Surcharge Position**

Plans, schedules, supervises and ensures productivity targets of the Surcharge Team to administer the surcharge component of the industrial wastewater control program

Plans and drives an efficient daily sample collection route to a wide variety of sites

Assists in planning and managing the wastewater over strength surcharge and special monitoring programs including coordinating monitoring requests of other departments and agencies

Performs bylaw inspection at wastewater transfer stations, which includes obtaining representative samples, retrieving video and data and checking manifests and other bylaw requirements as well preparation of billing reports and coordination of transfer station maintenance

Educates, promotes and enforces compliance with the bylaw, issue bylaw notices, document other violations and appear as a witness in court proceedings

### **KNOWLEDGE, ABILITIES AND SKILLS**

Thorough knowledge of manual and automated wastewater sampling techniques and equipment

Thorough knowledge of field analytical techniques and equipment

Extensive knowledge of the Drainage Bylaw 16200; related legislation, policies and procedures

Thorough knowledge of hazard assessment and control requirements and procedures

Strong working knowledge of computer spreadsheets and database applications

Working knowledge of mainframe applications

Ability to communicate tactfully and clearly, both orally and in writing, in sensitive and potential confrontational situations

Physical ability to drive a van or light truck, lift heavy objects weighing up to 50 kg, and work outside in unfavourable weather conditions and unpleasant surroundings

Thorough knowledge of legal sampling techniques and chain-of-custody procedures

- **Compliance Position**

Good knowledge of industrial manufacturing and process operations, pollution prevention, pre-treatment and waste disposal alternatives.

- **Surcharge Position**

Ability to supervise unionized staff in a field environment

Thorough knowledge of City policies/procedures and the relevant collective agreement

**TRAINING AND EXPERIENCE REQUIREMENTS**

Job Level

Completion of a two year diploma in Environmental, Chemical or Biological Sciences with specialization in environmental sciences including or supplemented by coursework in environmental law, pollution prevention/control, environmental management systems and environmental chemistry. Completion of the University of Alberta Environmental Resource Management (ERM) Certificate Program or an equivalent program of studies will be considered equivalent to specialization in environmental sciences. These positions require the completion of a specified pre-treatment facility inspection or investigative techniques course within six months of commencement.

Ability to qualify for appointment as a City of Edmonton Bylaw Enforcement Officer and/or as a Special Constable.

Applicant(s) must be eligible to be a Certified Engineering Technologist (C.E.T.) with the Alberta Society of Engineering Technologists (ASET)

Valid Class 5 Driver's License and ability to attain a City of Edmonton Driver's Permit

• **Compliance Position:**

Four years of technical or scientific experience involving inspections and investigations in a regulatory processing/manufacturing or environmental protection occupation with strong exposure to environmental legislation, pollution prevention, waste minimization, pre-treatment and disposal methods

• **Surcharge Position:**

Four years of public contact experience involving water and/or wastewater sampling and field analysis using a variety of manual and automated equipment and techniques together with demonstrated planning, leadership and supervision experience.

\* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

ENVIRONMENT\_PROTECTION\_TECHNICIAN\_2013.DOC

Salary Plan	21M	21A	21B	21C
Job Code	0756		0757	
Grade	022		024	
Last Updated:	2013-12			
Previous Updates:	2004-09, 2010-03 (Title change)			
Originated:				