

## **POSITION PURPOSE / IMPORTANT APPLICATION INFORMATION**

The Stormwater Inspector position is a skilled technical position that supports compliance with the city's MS4 stormwater permit and enforcements of the city's storm water ordinances. Work is performed using independent judgment and is reviewed by the ms4 director. This position participates in the City's development review process through reviewing engineering construction plans, including erosion control plans and stormwater management plans, inspection of construction sites for compliance with city land disturbance permit requirements and state and federal water quality regulations, and inspection of public infrastructure and other improvements installed by private developers.

Starting wages are negotiable and dependent on the qualifications and experience of each individual candidate.

### **JOB SUMMARY:**

Performs a variety of field and office work necessary to implement and ensure compliance with the City's Stormwater Management Plan and state and federal water quality requirements relating to permitted construction sites; provides inspection and code enforcement; manages a code enforcement caseload; coordinates initial and follow-up investigations; functions as the key staff person in the field for implementation of the City's stormwater program; obtains prosecution and/or legal settlement of stormwater code violations; inspects public and private stormwater facilities and construction sites and activities; issues warnings and notice of violations of stormwater code violations; represents the city during stormwater board hearings; provides public education and outreach to reduce code violations; engages the public, staff, and regulatory agencies in achieving the goal of clean water.

### **Example of Duties and Responsibilities:**

- Exhibit pride in self, the department, the city, and the community; conduct self in a professional manner
- Recognize personal strengths and weaknesses, and target areas for personal self-development
- Demonstrate initiative in performing job tasks
- Exhibit problem-solving skills leading to sound judgment and quality decisions
- Achieve goals, and handle assigned workload and new assignments effectively; demonstrate an ability to work independently
- Communicate effectively with individuals and groups using clear and concise verbal and written communications
- Demonstrate accountability for work, and take ownership in job performance
- Demonstrate concern for the accuracy and quality of work; take steps to correct mistakes and improve the overall product
- Provide compliance assistance and education to the public, contractors, construction site stormwater managers, and fellow city employees
- Communicate with customers to ensure that, where possible, they are satisfied, and their needs are being addressed; solicit and evaluate customer feedback
- Represent the city in communication with contractors, HOAs, businesses, engineers, residents
- Act as an ambassador by understanding and fostering the organization's mission and vision
- Interpret construction plans, specifications and other contract documents pertaining to the design of public infrastructure and site planning

- Demonstrate knowledge of City ordinances regarding development and construction
- Demonstrate knowledge of the methods, materials, and techniques applicable to implementation of erosion control for construction sites
- Deal firmly, effectively, and tactfully with contractors, developers, and the public, often under contentious circumstances
- Investigate stormwater issues in existing city infrastructure and make appropriate suggestions for solutions.
- Address difficult or contentious issues in a constructive manner
- Make determinations of noncompliance and document in inspection reports
- Recommend enforcement escalation, including Notices of Violation and Stop Work Order to Ms4 director
- Represent city at storm water board hearing and within the state judicial system
- Maintain records relative to inspections, enforcement activities, and field data collection.
- Complete non-compliance reporting as required by regulatory agencies.
- Remain current with regulatory requirements.
- Complete yearly reporting and permitting with the state of Kentucky
- Investigate and apply for any available storm water grants
- Demonstrate support for team efforts by accepting new roles and responsibilities, and by helping others achieve objectives
- Assist building inspectors, code enforcement officers and other city employees in their duties to help achieve the city's goals as a team.
- Various other tasks similar in nature that would benefit the department and city

### **Qualifications**

- The ideal candidate will have an associate degree in environmental science, construction management, or a related field. Experience in the construction and or land development field or code enforcement can be substituted for education.
- A desire to work through the Kentucky housing building and construction inspector program with an end goal of becoming a level 2 inspector.
- Basic computer skills including data and report entry, email through outlook, use of Microsoft word, excel, PowerPoint, and use of web-based systems inspection programs
- Possession and maintenance of a valid Kentucky driver's license with a satisfactory driving record.
- Possession and maintenance of qualification in the Kentucky erosion prevention and sediment control program or (must obtain within 6 months)
- Candidates must be willing to submit to D.O.T physical, background checks, and credit checks