TITLE: NPDES Stormwater Inspector

POSITION DESCRIPTION AND RESPONSIBILITIES

Basic Function

Environmental compliance and engineering company is seeking to hire a dependable and durable individual to conduct stormwater quality, sediment, and erosion control inspections on construction sites. The inspections will ensure compliance with SWPPP plans, environmental policies and procedures, and regulatory requirements under the NPDES General Permit or local controlling authority.

Projects are located throughout New Mexico, East Arizona, and West Texas. Transportation is provided and travel expenses are covered by E2RC. Overnight travel 1 - 2 nights per week may be required depending on schedule and work status.

The current available position is part – time, non – exempt, and should anticipate working 20-25 hours per week. Full time may be available for long term employment.

Pay scale is $16.50 to $20.00 per hour and dependent on experience. Those with demonstrated inspection experience or knowledge of NPDES regulations will result in higher pay.

Hiring employee is contingent on applicant completing and passing the following:

- Drug Test
- Background Check
- Driving Record Check

Job Requirements

Education, Certification and Experience

- High school diploma or equivalent required.
- SWPPP inspection certification a plus. This person will be required to obtain Stormwater Inspector certification if they do not have certification. Related licensure or certification may result in higher pay.
- Experience in the inspection of stormwater facilities, construction management, or related field a plus however, company will provide training.
Skills, Knowledge and Qualifications

1. Able to demonstrate knowledge of storm water pollution prevention (SWPPP) requirements and inspections. Strong understanding of the EPA Construction General Permit requirements.
2. Able to read construction plans and understand various sediment and erosion control specifications.
3. Understanding of different sediment and erosion control materials, methods and installation requirements.
4. Able to perform multiple types of inspections, including Municipal, Industrial and Construction according to company policy and procedures and ruling regulatory requirements.
5. Self-starter, able to recognize when change is needed and create and implement changes to further the goal of the position.
6. Organized and detail oriented.
7. Must be able to write clearly, concisely and complete inspection reports to a high quality.
8. Ability to deal with customers and site agency inspectors in a reasonable, just and friendly manner as a representative of the company.
9. Insurable driver without issues related to safe driving and extended driving.
10. Able to perform basic calculations and mathematical figures.
11. Must be able to adapt to unexpected changes or plans.

Physical Demands and Working Conditions

1. Must be able to walk one mile without physical pain or injury.
2. Must be able to drive long hours to visit various job sites.
3. Capable of producing high quality work product under strict deadlines.
4. Able to manage multiple tasks in a high volume and fast – paced environment.
5. Able to use a computer, tablet, smartphone.
6. Available to work off hours when necessary.
7. Able to climb ladders, stoop, kneel, crouch and crawl.
8. Must possess a valid and appropriate driver’s license and have reliable work transportation.
Primary Responsibilities

Inspections
1. Complete regularly scheduled inspections consistently and according to scheduled days and routes.
2. Complete rain event inspections within 24 hours of occurrence.
3. Ensure all inspection reports are completed within 24 hours of the inspection and meet company standards.
4. Perform Industrial Inspections on a quarterly basis and complete required documentation thoroughly and according to company procedures and regulatory requirements.
5. Schedule and complete maintenance for inspection vehicles.
6. Complete corrective action or maintenance activity forms as required by associated activities.
7. Coordinate with management to update and distribute SWPPP plans to customers based on inspection observations.
8. Address customer concerns in the field and offer solution-based insights. Coordinate efforts with management to achieve customer’s desired results.
9. Actively pursue continuing education to increase understanding of regulatory requirements, sediment and erosion controls, company services and inspection capabilities.

Other Responsibilities
1. Participate in regularly scheduled and year-end performance evaluations and period check-ins.
2. Complete new employee training and on-boarding. Training includes inspection process and Company policies.
3. Ensure all expenses are submitted in a timely manner and according to Company policy.
4. Ensure that the equipment and vehicles are properly protected from damage and that maintenance and cleaning is performed on a regular basis.
5. Solve day-to-day problems encountered during inspections.
6. Any other duties as assigned.

Reporting Relationship

This position reports to the Vice President of Compliance Operations.