



Greene County Position Description



Position Title: Stormwater Engineer	Department: Environmental
Reports to: Resource Management Director	Grade: 20
Date Revised: January 2019	FLSA: Exempt

Purpose of Position

The purpose of this position is to direct the daily activities of the Environmental Division of the Resource Management Department. This division administers the County’s stormwater, sinkhole, erosion and sediment control, floodplain, and on-site wastewater system regulations.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Serve as the Floodplain Administrator for the County. Make floodplain determinations, administer floodplain development ordinance, and review floodplain development permit applications.

Attend public hearings such as Planning Board, County Commission, and Sewer District meetings and provide expert testimony.

Provide information to citizen and professional groups and answer questions regarding the County stormwater program.

Participate in special projects to increase understanding of stormwater and environmental issues in order to develop better policies and regulations.

Review stormwater plans and sediment/erosion control plans for compliance with regulations, hydraulic principles, and accepted practices.

Supervise inspectors that perform field inspections for construction of storm drainage, sediment/erosion control measures, and wastewater systems.

Supervise County drainage projects and other special projects performed by contract.

Review bridge and culvert plans prepared for the Greene County Highway Department. Collaborate with Highway Department crews regarding replacement of existing culverts.

Perform engineering calculations and prepare plans, specifications, and other documents for County initiated projects.

Respond to stormwater and environmental complaints and coordinate investigative efforts of field personnel.

Review stormwater and environmental issues for preliminary plats and zoning requests.

Conduct floodplain determinations.

Prepare reports and other documents/data for permit compliance, grants, etc.

Assist property owners with information regarding drainage on their property.

Review grading permit applications.

Assist with on-site wastewater system review and training.

Attend conferences and seminars for professional development.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's Degree in Civil Engineering, Missouri Professional Engineer, four years civil engineering and plan review experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Previous experience in consulting engineering or construction is desirable. Working knowledge of surveying procedures, construction staking, and layout, as well as general knowledge of methods and equipment used in site and utility construction are also desirable. Missouri motor vehicle operator's license required.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure, and/or sort data, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute, and tabulate data.

Ability to persuade, convince, influence, and monitor, in favor of a desired outcome. Ability to act in a lead worker capacity and to train others.

Ability to utilize a variety of advisory data and information such as construction drawings, engineering reports, plats, geologic evaluations, hydrologic/hydraulic models, and wastewater system plans.

Ability to communicate orally and in writing with consultants, developers, planning staff, building regulations staff, contractors, citizens, and attorneys/legislators.

Mathematical Ability

Ability to solve problems using college-level algebra, geometry, trigonometry, and integral and differential calculus.

Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

Ability to determine whether plans/reports/plats comply with County regulations and standard engineering practices.

Ability to determine how existing properties will be affected by new development.

Ability to examine how proposed developments can be better planned and constructed.

Ability to exercise the judgment, decisiveness, and creativity required in situations involving the evaluation of information against measurable or verifiable criteria.

Physical Requirements

Ability to operate a variety of office equipment including computer terminal, telephone, fax machine, calculator/adding machine, computer printer, and photocopier.

Ability to coordinate eyes, hands, feet, and limbs in performing semi-skilled movements such as data entry.

Ability to exert light physical effort in sedentary to light work, typically involving picking up, lifting, carrying, pushing, and pulling up to 50 pounds.

While performing the duties of this position, the employee is regularly required to walk, stand, use hands and fingers to handle or feel, use sight, talk and hear.

Environmental Adaptability

Ability to work under moderately safe and comfortable conditions with exposure to construction sites, computer keyboard use, irate individuals, intimidation, temperature variations or extremes, odors, toxic agents, noise, vibrations, wetness, machinery, electrical currents, disease, and/or dust may cause discomfort and poses little risk of injury.

Condition of Employment

Employee will be required to demonstrate continued knowledge of this position's current regulations and requirements. Sustained satisfactory performance is required. Employee must meet the requirements of the full job description as stated throughout the duration of employment with Greene County.

Disclaimer

Greene County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Date

Supervisor's Signature

Date

Last Updated: 1/2/2019

Comments/Sections Updated: Information updated in Purpose, Essential Duties, Minimum Qualifications, Physical and Mental Abilities, Physical Requirements, and Environmental Adaptability.