



## JOB DESCRIPTION

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**TITLE:** Storm Water Compliance Inspector  
**DEPARTMENT:** Public Works – Engineering – Community Development  
**GRADE:** 12  
**FLSA:** Non-Exempt  
**EEO DESIGNATION:** Para-Professional  
**REVISION DATE:** 02/10/2021

### **POSITION SUMMARY**

Under the direction of the Public Works Director, and in cooperation with the City’s Engineering Division, Community Development Division, and other City departments, the Storm Water Compliance Inspector performs inspections on active construction sites throughout the city to ensure compliance with the State of Utah’s UPDES MS4 Permit, State of Utah’s UPDES Construction General Permit, and other City permits.

### **ESSENTIAL FUNCTIONS**

- Assists in reviewing and approving Storm Water Pollution Prevention Plans (SWPPPs) for compliance with the UPDES Construction General Permit for construction sites.
- Conducts inspections on Private and Municipal construction sites for compliance with site SWPPP, UPDES permits, City land disturbance permits and City Storm Water Ordinance.
- Maintains Spreadsheet database for tracking inspections and Stormwater Enforcement actions.
- Maintains Map used for mobile software to track and perform inspections.
- Coordinates compliance with public works construction, building inspectors, and engineering inspectors.
- Maintains positive relationships with industry and citizenry; responds to complaints and requests for information by phone, letter, email, or personal contact.
- Collaborates with City departments and other agencies on issues regarding pollution complaints and enforcement related to construction sites.
- Attends Salt Lake County Storm water Coalition and Utah Stormwater Advisory Committee monthly meetings.
- Performs other duties as assigned.

### **MINIMUM QUALIFICATIONS:**



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Graduation from High School or completion of GED or equivalent plus experience reading and interpreting construction site plans or any equivalent combination of education and experience which produces the required knowledge, skills and abilities. Must have a valid Utah Driver's License. Must obtain a registered Stormwater Inspector (RSI) Certification within six months of hire.

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

- Considerable knowledge of storm water systems, management, methods, materials, City Storm Water Management Ordinance and applicable county, state, and federal regulations.
- Ability to read and interpret plans and specifications.
- Ability to establish and maintain effective working relationships with employees, contractors, other departments, property owners and the public.
- Ability to follow standard safety practices and procedures common to equipment operation; ability to follow written and oral instructions; ability to communicate effectively, both verbally and in writing.

### **WORKING CONDITIONS AND PHYSICAL DEMANDS:**

This position requires light physical effort but may require continuous physical effort in performing duties such as walking, standing, lifting, climbing stairs, stooping, bending, twisting and other movements required in an office and in-the-field environment. May be required to lift up to 50 lbs on an occasional basis. Ability to sit and type at a computer terminal for extended periods of time also required. This position requires driving a City vehicle. This position has exposure to stressful situations as a result of human behavior. Position will typically be assigned to work from 8 a.m. to 5 p.m. Slight alterations in work schedule may be authorized by supervisor to address City needs.

*The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.*