

FARMINGTON CITY
Job Description

Title: Storm Water Maintenance Official	Code:
Department: Community Development / Public Works	
Grade: 12	Effective Date: 7/01/2015

GENERAL PURPOSE

Performs a variety of **journey-level technical duties** associated with storm water management of the City's storm water system. Promotes development and implementation of the city's Storm Water Management Plan; and enforces required storm water regulations, standards and best practices as they pertain to storm water runoff, erosion control and storm water pollution control.

SUPERVISION RECEIVED

Works under the general direction of the Zoning Administrator and the Public Works Director.

ESSENTIAL FUNCTIONS

Enforce Farmington City Utah Pollution Discharge Elimination System (UPDES) permit requirements including construction site inspections and documentation, storm water system inspections, and storm water code enforcement. Complete all required documentation in a timely manner using computers or mobile devices.

Ensure adequate implementation of Best Management Practices (BMP's) as adopted by Farmington City regarding its Storm Water Management Plan and as they pertain to storm water run-off and erosion control and being able to read and understand construction plans and drawings.

Coordinate and conduct maintenance of storm water system including, but not limited to scheduled maintenance of storm drain basins, emergency maintenance of storm drain inlets, inspection of storm drain lines.

Communicate and enforce City requirements to adhere to ordinances and construction standards with on-site construction personnel and other parties involved in the construction, maintenance and building of storm water facilities.

Monitors and inspects new and existing development and building sites, drainage ways, and easement areas, to ensure compliance with the Storm Water Management Plan; assists in administering flood plain ordinances; inspect and supervise installation of new and replacement of storm drain lines and be able to GPS the storm water system.

Enforces City laws, ordinances, regulations, policies, easement provisions, and conditions of development; Subdivision Ordinance and development and other standards to run-off, erosion control, flooding, and failure to implement BMP's; reviews alleged violations; determines whether a violation exists, and as part of the enforcement duties, informs developer and/or owner of violations in existing or on-going development or building construction; serves correction notices and stop work notices as needed; works closely with the zoning official, city planner, building inspector, public works inspector and the city attorney to coordinate enforcement and compliance activities; prepares certificates of inspection.

Be well organized in scheduling daily activities.

Remove storm drain manhole covers and drainage basin grates to allow inspection; operate vacuum truck, street sweeper and snow plow equipment as required.

May prepare and present a variety of reports to the City's Planning Commission, Board of Adjustment, and City Council and to the general public.

Provides additional staff support to the Community Development Director, Public Works Director, Mayor and city Boards, Commission, Councils, and/or advisory committees upon request; attends training seminars and conferences related to storm water management and regulations.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school, plus two (2) years of specialized training in engineering, testing, compliance methods and practices; provided through technical college or university studies or professional workshops.

AND

B. Four (4) years of experience in a field directly related to the above functions with a strong emphasis on compliance monitoring and enforcement, and public improvements inspection.

OR

C. An equivalent combinations of education and experience.

2. Knowledge, Skills, and Abilities:

Working knowledge of residential/non-residential construction methods, site plan and

subdivision plan review, construction and improvements drawing review, municipal development standards and ordinances, basic civil engineering principles and construction practices as applied in private and public works construction projects, federal, state, and municipal storm water codes and guidelines, and environmental laws and related concepts; **extensive knowledge of** computer functions as they apply to the essential job functions.

Must possess **demonstrated skill** in the art of diplomacy, cooperative problem solving, and dispute resolution.

Must have **proven ability to** read and understand regulatory and development codes accurately and effectively; communicate effectively both verbally and in writing; read and understand agreements, easement provisions, and site and development plan specifications; capacity to visualize and communicate project end results; demonstrated capacity to develop and maintain effective working relationship with elected officials, federal agencies, state agencies, local governments, and the public in general.

3. Special Qualifications:

Must obtain Registered Storm Water Inspector (RSI) certification within 3 month.
Must obtain CDL license within 6 months.

4. Work Environment:

Tasks require a variety of physical activities with the ability to lift 50 pounds. Physical activity and demands are frequently related to walking, standing, stooping, climbing, sitting, and reaching. Talking, hearing and seeing or other effective communication is essential to job performance. Mental application utilizes memory for details, emotional stability and discriminating thinking common to most job functions. Frequent in-city travel required in course of performing portions of job functions.

HIRING POLICIES

Farmington City Corporation is an Equal Opportunity Employer. Farmington City will not base its hiring decisions on non-meritorious factors such as race, color, national origin, sex, religion, or age. Farmington City will not refuse to hire a disabled individual who is capable of performing the essential requirements of the position with reasonable accommodations when they do not create an undue hardship.

Any applicant who is chosen as the top candidate for the position will be required to submit to a physical examination to determine if he/she is able to perform job-related functions. Hiring is also conditioned upon submission to and successfully passing of a blood and urine test to screen for the presence of drugs and alcohol.