

SUPERVISOR OF ENVIRONMENTAL ASSESSMENT AND RIGHT OF WAY

Code No. 3-14-229

COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory position in the Monroe County Water Authority responsible for the assessment of environmental and other concerns relative to Water Authority construction and repair projects. Work involves reviewing developer's submittals for compliance with Authority rules, obtaining property or easements, as well as preparing Authority environmental submittals to various State departments. The position will require field work at construction job sites and other locations. The employee reports directly to, and works under general supervision from, a senior level staff member. General supervision is exercised over a technical staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Supervises and assists in obtaining field information and prepares documents pertaining to environmental issues;

Prepares and reviews Authority environmental submittals with various State departments (e.g. Agriculture and Markets, Environmental Conservation);

Obtains property and/or easements for construction projects;

Prepares easements and/or property acquisition documents and performs title search;

Reviews subdivision developer's submittals for compliance with Authority rules;

Supervise the maintenance of the Authority's distribution mapping system;

Assists in the preparation of the annual departmental budget;

Supervises staff and prepares evaluation reports.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the design and construction of public water works distribution facilities as it relates to

environmental issues and land acquisition; good knowledge of State and local rules and regulations pertaining to environmental issues and land acquisition; ability to supervise personnel for timely accomplishment of goals; ability to interpret engineering plans and specifications; ability to make engineering computations and prepare technical reports; ability to conduct engineering studies including environmental assessment; ability to compile figures for budget preparation purposes; ability to establish and maintain effective working relationships with government agencies, contractors, customers and property owners; ability to work outdoors; good judgment;

physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Environmental Science, Civil, Sanitary, Construction, or Environmental Engineering/Technology (that included at least six (6) semester credit hours in environmental controls) plus EITHER:

(A) Six (6) years paid full-time or its part-time equivalent experience in water facility engineering or water facility construction; OR,

(B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Environmental Science, Civil, Sanitary, Construction or Environmental Engineering/Technology (that included at least 12 credit hours in environmental controls), plus four (4) years experience as defined in (A) above; OR,

(C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS: Possession of a valid New York State Class D driver's license at time of appointment.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: September 17, 1987

REVISED: August 20, 1992