

CLASS SPECIFICATION FOR
Senior Environmental Inspector

GENERAL STATEMENT OF DUTIES: Supervises the work of Environmental Inspectors and performs highly skilled work in the inspection of the work of contractors on construction projects to ensure compliance with plans and environmental policies and procedures; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: The employee in this class plans, assigns and reviews the work of Environmental Inspectors in the inspection of contractors' and developers' construction projects from inception through completion to ensure compliance with approved plans and environmental policies and procedures. The incumbent is a working supervisor who demonstrates a solid understanding of and the ability to apply skillfully basic engineering and environmental principles and theories. The work provides the employee independence of action in planning and assigning work details and limited latitude for technical determinations. General supervision is received from the Environmental Management Engineer.

EXAMPLES OF WORK (illustrative only):

- Plans, assigns and reviews the work of Environmental Inspectors;
- May assist in the selection and evaluation of inspection staff;
- Trains Environmental Inspectors in policies, procedures and applicable regulations;
- Inspects the installation and performance of erosion-control devices to ensure conformance by the contractor with plans and environmental practices, and terms of the contract;
- Serves as environmental inspector on street, sewer, bridge, drainage, water and sewer pumping station, and water and wastewater treatment plant construction projects;
- Documents erosion and sediment control problems and testifies in court;
- Performs site evaluations for bond reductions on subdivision development;
- Investigates complaints and violations regarding environmental matters;
- Maintains necessary records and reports;
- Participates in the preparation and review of specifications, plans, erosion-control laws and reports involved in the construction, maintenance and operation of a variety of Public Works or Public Utilities projects;
- Works with construction contractors to make necessary field corrections;
- Inspects materials used in projects;
- Performs a wide variety of inspections or environmentally related engineering duties;
- Exchanges environmental information and ideas with public, contractors, and developers by maintaining knowledge of environmental issues such as wetlands, flood plains and fish passage;
- Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of erosion-control principles and practices, as applied to the construction of road or utility projects; knowledge of construction methods and techniques; familiarity with such environmental concerns and issues as wetlands, flood plains, migratory fish passages and proper installation and maintenance of underground storage tanks; ability to work effectively with contractors and the general public; ability to plan and supervise the work of others; ability to keep accurate records and to make reports; ability to express self clearly and concisely, orally and in writing; physical condition that permits activities including but not limited to walking long distances, climbing, bending, driving and working under adverse temperatures and/or weather conditions.

Senior Environmental Inspector (continued)

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school, preferably supplemented by related college courses, and five (5) years of related sub-professional environmental engineering experience in the construction of roads and/or utility projects; OR, any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

ADDITIONAL REQUIREMENTS: May require possession of a valid Virginia Commercial driver's license, with endorsements and without restrictions. May require a pre-employment physical examination and/or medical tests administered by Henrico County Employee Health Services, the components of which are based on and appropriate to the specific sensory and/or physical demands of the given position.

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This is a class specification and not an individualized job description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.