



## BOONE COUNTY JOB DESCRIPTION

<b>JOB TITLE:</b> <u>Storm Water Engineer</u>	<b>NEW:</b> <u>01/08</u>	<b>REVISED:</b> _____ <small>(Please check one)</small>
<b>REPORTS TO:</b> <u>Manager of Design &amp; Construction</u>	<b>FLSA:</b> <u>Exempt</u>	<b>DATE:</b> <u>09/08</u>
<b>DEPARTMENT:</b> <u>Public Works, Design &amp; Construction</u>	<b>JOB CODE:</b> 3061	

### **DEFINITIONS:**

With limited supervision, works with all activities related to Storm water including compliance, reporting, program development, committee membership, training, education, workshops, storm cleanup, budget and policy development.

**ESSENTIAL FUNCTIONS:** *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

Plans, organizes, and manages activities required by the National Pollutant Discharge Elimination System (NPDES) and manages the implementation of Best Management Practices (BMP's) for both County and private developments outlined in Phase II Permit issued by the Missouri Department of Natural Resources (MDNR) including; membership/participation on various committees, compliance reporting, development of permit programs, annual updates to the Phase II permit, and coordination with other governmental agencies related to compliance with storm water regulations, including the Army Corps of Engineers and their permits.

Ensures compliance with the requirements of the Public Works facility's Spill Prevention, Control, and Countermeasures (SPCC) plan and update the SPCC as necessary due to facility changes, requirement changes, or plan expiration.

Develops storm water management ordinances related to construction, post-construction and illicit discharge activities. Manages storm water design projects by consultants and works with in-house engineering division on drainage projects. Provides engineering design

assistance to the Maintenance and Operations Division and the Design and Construction Division for new/replacement culverts, low water crossings, bank stabilization, permit acquisition, and for other drainage problems reported through the work order system or website.

Participates in plan review and project management of both private developments and capital improvement projects as they relate to storm water management.

Conducts speed studies, stop/traffic sign plans, roadway system design, etc. as needed.

**KNOWLEDGE AND SKILL:**

1. Comprehensive knowledge of county, state and federal statutes, codes and regulations related to storm water.
2. Comprehensive knowledge of civil engineering, project management, and highway and bridge construction and maintenance.
3. Comprehensive knowledge of Boone County, state and federal regulations regarding procurement and bids.
4. Skill in planning, organizing, budgeting and managing projects.
5. Skill in communicating orally and in writing, and in establishing and maintaining cooperative working relationships with other departments and the public.
6. Skill in reading, analyzing, and interpreting plans.

**MINIMUM QUALIFICATIONS:**

Bachelor of Science in Civil or Environmental Engineering and Professional Engineering Licensure in the State of Missouri. Extensive background in all aspects of Storm water Engineering. The necessary oral and written communication skills to interact with County citizens, City and State agencies, and County elected officials proficiently.

**APPROVALS:**

Department Director: \_\_\_\_\_ Date: \_\_\_\_\_

(Signature)

HR Director: \_\_\_\_\_ Date: \_\_\_\_\_

(Signature)