

**CITY OF BURIEN, WASHINGTON**  
**JOB ANNOUNCEMENT**

**Title:** Stormwater Inspector  
**FLSA Status:** Non-Exempt

**Dept.:** Public Works  
**Reports to:** Civil Engineer – Journey Level

The City of Burien believes that each employee makes a significant contribution to our success. This job description is designed to outline primary duties, qualifications and job scope. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

**General Position Summary**

This position will primarily support compliance with the National Pollutant Discharge Elimination System (NPDES) Permit requirements including stormwater facility inspections; construction site inspections; illicit discharge detection and elimination; drainage complaint investigations, and general technical support.

**Essential Functions**

- Supports and models the identified vision, values and behaviors of the organization.
- Inspects construction sites for compliance with Erosion and Sediment Control; Inspects public and/or private stormwater facilities/BMPs for proper functionality and compliance with City standards.
- Investigates and resolves citizen drainage complaints, flooding reports, emergency spill reports, and/or illicit discharge and connection concerns.
- Assists with maintaining tracking system(s) for various components of the NPDES Permit, and in preparing NPDES Annual Reports.
- Makes recommendations and prepares work orders for routine maintenance.
- Provides technical assistance to citizens and staff.
- Performs related duties as assigned, with particular emphasis on those required for NPDES Permit compliance.

**Secondary Functions**

- Arranges and manages video inspection services.
- Performs water quality and quantity monitoring and data collection.
- Serves on and participates in various employee committees.
- Updates the City website's stormwater information.
- Attends meetings to provide information and assistance in resolving issues related to drainage and related issues.
- Provide assistance to the Right-of-Way Inspector as needed for inspections or permit processing.
- Reviews construction plans and specifications for compliance with City standards.
- Assures field and laboratory sampling and testing of construction materials and site conditions are performed, to ensure compliance with plans and material specifications.

**Job Scope**

Performs recurring work situations with occasional variations from the norm. The position involves a moderate degree of complexity and the incumbent operates from established and well known procedures under moderate supervision.

## **Interpersonal Contacts**

The incumbent interacts with engineering personnel, other government agencies, contractors, consultants and the public to exchange information, coordinate work, answer questions and respond to complaints.

## **Specific Job Skills**

Knowledge of:

- Technical aspects of stormwater management principles.
- Stormwater flow control/water quality facility inspection standards including federal, state, and local regulations and guidelines related to stormwater management especially the NPDES Permit.
- Basic construction techniques and operation and maintenance principles of stormwater flow control/water quality facilities.
- General principles, practices, and standards of civil engineering.
- Applicable City, state, and federal codes, ordinances, specifications, procedures and standards.
- Database record-keeping and retrieval techniques.
- Basic street construction principals and practices.

Ability to:

- Read and interpret plans, specifications, property descriptions, construction schedules, contracts and other construction inspection-related documents.
- Assure compliance and compatibility with existing systems and applicable codes, standards, specifications and practices.
- Accurately inspect, investigate, test, sample, and analyze water and other environmental resources.
- Explain complex technical information and procedures verbally and in writing to others lacking technical knowledge.
- Operate a variety of computer software including Microsoft Office, asset management software (such as Cityview or Cityworks) and ESRI ArcGIS, and equipment including but not limited to a level, GIS data collector, calculator and fax machine.
- Define problems, collect data, establish facts, and draw valid conclusions.
- Prioritize and schedule work appropriately to consistently meet schedules and deadlines.
- Recognize occupational hazards and utilize standard safety practices.
- Establish and maintain cooperative and effective working relationships with others.
- Conduct field evaluations to review systems under construction.
- Accurately maintain daily inspection reports and log.
- Independently resolve most problems, informing the supervisor of unusual or controversial problems.
- Exercise judgment in interpreting data from engineering documents, determining appropriate engineering methodology to apply, reconciling conflicts between the City and contractors, and determining whether to halt construction and reject contractor's work products when they do not meet established work standards.

## **Mental Abilities**

Continuous interpersonal skills, teamwork, customer service, use of discretion, and ability to read, write, speak, and understand English; frequent creativity, decision making and problem analysis; occasional independent judgment and/or action; and rare presentations, teaching, training, supervision, mentoring, and negotiation.

**Physical Abilities**

Continuous talking, hearing, and handling; frequent standing, walking, and sitting; occasional fingering, reaching, feeling, bending, and repetitive motions of hands and wrists; and rare stooping, crawling, kneeling, climbing, bending, and repetitive motions of feet. Must be able to push, pull, lift and carry forty pounds.

**Education and/or Experience**

An Associate degree in engineering technology or science **AND** three years of work experience in stormwater management, specifically BMP or construction site inspections; **OR** a combination of education, training and experience which provides an equivalent background required to perform the work of the position. Municipal or government experience preferred.

**Special Requirements**

- Successful completion of pre-employment background check.
- Valid Washington State Driver's License with satisfactory driving record.
- One year experience working with CAD/GIS mapping software preferred.
- Current certification as a CESCL and recent Confined Space Entry training is preferred.

**Job Conditions**

Work is performed in both office and field environments and requires travel to a variety of locations to perform site visit work and/or attend meetings. Employee may be exposed to all weather conditions, and to conditions and hazards from obstacles, heights and open trenches associated with construction sites. May also be exposed to potentially hazardous materials and equipment, fumes or vapors. Walking over rough terrain may be required.

**Hazards**

Working on or around heavy equipment, traffic, ladders, open trenches, scaffolding and heights; exposure to various dust, chemicals, fumes, odors and gases; tripping hazards from construction site debris and unstable walking surfaces; inclement weather conditions, unrestrained animals; contact with dissatisfied or abusive individuals.