

Job Title Industrial Pretreatment Coordinator
02564

Salary \$29.01 - \$34.39 Hourly
\$60,340.80 - \$71,531.20 Annually

Job Type Full-Time

Location Stafford County, Virginia

Department Utilities

Performs complex administrative tasks and highly skilled and specialized analysis in the administration of the County's Industrial Pretreatment Program; acts as the County's point of contact with the Industrial Users, the VADEQ, and the EPA at the operating level; performs related work as required. Work is performed under the general direction of the Deputy Director of Public Works within established guidelines, procedures and policies, and is reviewed only to the extent necessary to assure that the requirements are met.

Examples of Duties:

Responsible for the prevention and regulation of the discharge of pollutants into the publicly-owned treatment works (POTW) owned by Stafford County Government. Manages the development and implementation of both the Industrial and Local program, including the fats, oils and grease (FOG) program. Performs pretreatment surveying, monitoring, sampling, documentation, research, and inspection for compliance with local, state, and federal permits and water quality regulations, protecting public health and the environment. Engages and effectively communicates with stakeholders fostering positive working relationships between the County, customers, and the public.

Processes applications, prepares and processes permits, and monitors the performance of industrial users;
Performs site inspections of industrial and commercial users of the County's POTW system;
Establishes sampling points and collects samples to monitor system users;
Oversees and monitors all aspects of the County's FOG program;
Establishes an effective working relationship with significant industrial users and periodically checks their discharge to assure compliance;
Performs and evaluates laboratory test/analysis to monitor industrial user compliance with federal and/or local pretreatment requirements;
Enforces EPA and local statutory requirements for industrial discharge control by detecting noncompliance and by direct and written contract to correct problems leading to noncompliance;
Prepares annual report to VADEQ/EPA; corresponds with regulatory agencies in person, by telephone, and in writing;
Participates in annual VADEQ/EPA inspections/evaluations of the County's industrial pretreatment program;
Participates in the formulation and modifications of local ordinances and agreements which affect the industrial pretreatment program;
Reevaluate plant local limits on permit renewals;
Prepares water and wastewater facility permit renewal applications to VADEQ/EPA;
Performs related tasks as required.

Typical Qualifications:

Considerable knowledge of water pollution, monitoring, and control methods; considerable knowledge of State and Federal water pollution, environmental and wastewater laws, and regulations to include hazardous materials/waste management; knowledge of State and Federal regulations and laws relating to Industrial Pretreatment Standards; municipal and industrial wastewater treatment processes; knowledge of State and Federal rules and regulations regarding sludge and effluent disposal from wastewater treatment facilities; analytical principles and techniques of chemistry and microbiology related to wastewater treatment and pretreatment; chain of custody and occupational safety and health practices.

Ability to read, understand, apply, and explain highly technical documents associated with state and federal laws and regulations; ability to read, interpret and apply local pretreatment ordinance; effectively use computer and database software, including cMMS, eSRI (GIS), and MS Office suite applications; ability to pass all required safety training classes and apply those procedures to the work environment; ability to understand and follow directions and to effectively adjust to changing priorities; problem solve and multi-task, be decisive in taking actions and making decisions; ability to communicate effectively, both orally and in writing, with co-workers, supervisors, subordinates and partner agencies, and the general public; ability to work effectively with the residential and business community and maintain a professional and respectful working environment; ability to resolve conflicting interest between stakeholders and regulated businesses.

Supplemental Information:

Bachelor's degree in Biology, Chemistry, Environmental Science, Engineering or a closely related field with three to five (3 – 5) years of responsible work experience in environmental compliance activities in a municipal or industrial wastewater treatment and collections environment or any combination of education, technical training, and/or experience that provides the necessary knowledge, skills, and abilities.

Preferred:

Experience regulating industrial users in a delegated program.