

ASSOCIATE ENGINEER (PUBLIC HEALTH)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent in this class is responsible for the overall operations of one or more state mandated programs (i.e. Water Quality and Water Pollution Control, Public Water Supply, Land Development, Solid Waste and Air Pollution Control etc.) in the Bureau of Environmental Quality, a section in the Westchester County Department of Health. Incumbents apply engineering principles for the detection, evaluation, control and management of those factors in the environment which influence public health. Incumbents plan, coordinate and direct the operations of the program(s) under his or her supervision. Responsibilities include establishing priorities, setting program objectives, preparing statistical and financial reports, supervising and monitoring program enforcement of local and state regulatory provisions and overseeing and participating in special projects and environmental studies. The incumbent oversees the installation of sewers and sewage disposal systems, inspection of wastewater treatment facilities, storage, transportation, treatment and disposal of solid waste, inspection of water supplies and permit approval of bathing beaches and swimming pools. The incumbent's primary objective is to protect the environment, ensure quality of air and water, and control pollution. The Associate Engineer is a unit leader in an engineering specialty with responsibility for first line supervision of the unit. Supervision is exercised over a number of professional, sub-professional engineering and technical staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Oversees and monitors the daily activities of one or more environmental programs (i.e., Land Development, Water Quality, Public Water Supply, Bathing Beach, Solid Waste Management) to ensure compliance with State and Local mandates;

Plans, directs and supervises the work of senior and assistant engineers, sanitarians and other environmental health personnel to ensure that provisions of NYS Public Health Law, NYS Sanitary Code, NYS Environmental Conservation Law and various local regulations are enforced;

Directs and reviews plans and specifications for realty subdivisions, water and wastewater treatment plants, sanitary sewers, subsurface sewage disposal system and wells, inspections of water and wastewater treatment facilities, public water supplies, sanitary and compost landfills, refuse transfer stations, and permitting bathing beaches and swimming pools to ensure compliance with regulatory standards;

Establishes program priorities, allocates staffing resources and motivates staff to perform activities efficiently and effectively to meet program objectives;

Reviews daily activity reports, project plans, and specifications to ensure project completion commitments and established standards are met;

Prepares program budget, annual state aid applications and statistical and management studies;

EXAMPLES OF WORK: (Continued)

Directs the investigation and resolution of complaints relating to oil spills, gasoline leaks, toxic/hazardous accidents, sewage over-flows and fish-kills to ascertain air and water quality impact and respond in a timely manner;

Directs and provides professional engineering expertise in special projects such as the Regional Sludge Study, Croton Landfill Report, Mamaroneck Harbor Study, Long Island Sound Estuarine Study, Croton Remediation Study, Federal In-Place Toxic Site Studies and NYCDEP Watershed Regulations, etc;

Identifies violations and parties in non-compliance with laws and regulations, recommends legal action and provides expert testimony as needed;

Confers with engineers, architects, attorneys, government agencies, interest groups and various parties regarding standards, hazards and project issues;

Organizes and supervises the unit for the most effective use of staff by developing the abilities of the less experienced employees and by complying with established personnel policies and procedures;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, techniques, practices and administration of environmental engineering and environmental health programs; thorough knowledge of the Public Health law, Environmental Conservation Law and State Sanitary Code; ability to plan, develop, direct and administer environmental engineering and health programs and to project and integrate these into division programs; ability to supervise and evaluate the work of others; ability to prepare technical reports and correspondence; ability to deal with the public and officials; ability to develop and maintain good working relationships; ability to communicate clearly, both orally and in writing; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; tact; initiative; sound professional judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a valid license and current registration to practice as a Professional Engineer issued by the State of New York and either (a) a Bachelor's Degree* in Engineering and six years of experience (pre or post PE licensure) where a primary function of the position was in sanitary or public health engineering, three of which must have involved the engineering review of plans for construction of one or more of the following: public water or wastewater treatment

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: (Continued)

facilities, public water storage facilities, wastewater pump stations, public pools, industrial air pollution emission control equipment, solid waste management facilities or realty subdivisions, and two of which involved supervision over the work of subordinate engineers and paraprofessional personnel; or (b) a Bachelor's Degree* in engineering technology and seven years of experience in sanitary or public health engineering as described in (a) including the specialized experience.

SUBSTITUTION: Successful completion of a Master's Degree* in Public Health, Sanitary, Environmental, Chemical, or Civil Engineering may substitute for one year of experience in sanitary or public health engineering. There is no substitution for the specialized experience.

NOTE: Employees are required to maintain valid licensure/certification/registration as required by the minimum qualifications throughout employment in this title.

SPECIAL REQUIREMENT: At time of appointment, possession of a valid license to operate a motor vehicle in New York State and maintain same while in the title.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

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Job Group: XIV