

Environmental Technician

Dept/Div: Assessor

FLSA Status: *Non-Exempt*

General Definition of Work

Performs intermediate skilled technical work enforcing the County's land use regulations including zoning, shore land, solid waste, Wetland Conservation Act, and SSTS ordinances, maintaining the County's GIS system, and related work as apparent or assigned. Work is performed under the limited supervision of the Land and Resources Manager.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Conducts inspections and makes recommendations for wetland exemptions, no loss, wetland boundaries and delineations.
- Conducts pre-sale inspections of sewer systems to determine if they are conforming, non-conforming or a public health threat.
- Investigates complaints and ensures enforcement of County ordinances in coordination with the county Attorney's office.
- Conducts inspections of completed building and systems; issues permits and certificates of compliance/non-compliance.
- Conducts preliminary review of building and site plans to determine compliance with ordinances and works with customers to conform to ordinances and issue permits.
- Conducts inspections during construction and installation to monitor conformance, resolves issues and issues orders to stop work.
- Maintains the County GIS.
- Assists with the Board of Adjustment and Planning Commission, as needed, and attends meetings as directed.
- Reviews petitions for environmental assessment worksheets and/or environmental impact statements.
- Monitors grant-funded programs and prepares necessary state reports to receive grants and funds for programs as needed.

Knowledge, Skills and Abilities

Thorough knowledge of the principles and practices of environmental management; thorough knowledge of related state rules and County shoreline, SSTS, Wetland Conservation Act, and flood plain ordinances; ability to perform computations and to make recommendations on environmental and development problems and planning; thorough knowledge of Geographic Information Systems (GIS) administration of a GIS and an associated multi-layered GIS database; thorough knowledge of GIS and associated multi-layered GIS databases; thorough knowledge of GIS concepts, theories, and applications with specific understanding of relational GIS database management systems; ability to establish and maintain effective working relations with County and other public officials as well as the public.; ability to effectively communicate ideas both orally and in writing; ability to establish and maintain effective working relationships with associates, elected officials and the public.

Education and Experience

Associates/Technical degree with coursework in Natural Science Technology, or related field and moderate experience, or equivalent combination of education and experience.

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Physical Requirements

This work requires the occasional exertion of up to 25 pounds of force; work frequently standing, walking, sitting, speaking or hearing, using hands to finger, handle or feel, pushing or pulling and lifting and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms and repetitive motions; work requires close vision, ability to adjust focus, depth perception and color perception; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions and occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles and exposure to toxic or caustic chemicals; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

MPCA on-site sewage treatment inspector certification (within one year)