

ENVIRONMENTAL COMPLIANCE TECHNICIAN

DEFINITION

Performs a variety of technical work to support environmental health and safety programs, such as consolidating hazardous materials/wastes or collecting recyclables.

TYPICAL DUTIES

Consolidates hazardous materials/wastes.

Ensures that weekly inspections of Schools Hazardous Waste Collection, Consolidation, and Accumulation Facility (SHWCCAF) are documented for compliance with hazardous waste and hazardous materials regulations.

Coordinates with hazardous waste transporters for hazardous waste shipment from SHWCCAF, school sites and proposed school sites including weighing container, ensuring correct labeling, and reviewing and signing manifests and land disposal restriction forms.

Takes sampling of waste materials to determine whether they are hazardous.

Ensure SHWCCAF meet requirements of Permit by Rule.

Collects recyclables.

Operates computer software including word processing and spreadsheets (e.g., Word and Excel) and direct-read instrumentation (e.g., multi-gas meters and noise dosimeters).

Assists higher level staff in an area of assignment.

Independently performs limited assignments.

Performs field work (e.g., site audits and windshield surveys) related to environmental assessments.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Environmental Compliance Technician performs duties as assigned by their supervisor such as consolidating hazardous materials/wastes or collecting recyclables.

An Environmental Health Specialist performs environmental health and safety investigations, surveys, and audits; performs standardized sample collection; and prepares written reports and correspondence.

An Environmental Compliance Coordinator independently plans and carries out one or more environmental programs or projects, and interprets District policies in terms of established objectives.

SUPERVISION

General supervision is received from an Environmental Health Specialist, Environmental Compliance Coordinator or Environmental Compliance Manager. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

Word processing, spreadsheet, and direct-read instrument software
Environmental health and safety regulations (e.g., Environmental Protection Agency EPA), California Environmental Protection Agency (Cal/EPA), Occupational Safety and Health Administration (OSHA), California Occupational Safety and Health (Cal/OSHA), and South Coast Air Quality Management District (SCAQMD).

Ability to:

Apply established policies, rules, regulations, and procedure relevant to environmental health and safety activities.
Perform repetitive, routine work
Perform work while wearing personal protective equipment, such as respirations and protective clothing

Special Physical Requirements:

Normal color vision
Safely lift and carry items weighing up to 50 pounds
Ability to maneuver in narrow spaces (e.g., attics and crawl spaces)

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency. Course work in Environmental Health or Hazardous Waste Management is desirable.

Experience:

One year in collecting, consolidating, or transporting hazardous materials/wastes and recyclables. Experience in performing air monitoring and collecting samples is desirable.

Special:

A valid California Driver License.
Use of an automobile.

SPECIAL NOTES

Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials including, but not limited to, asbestos or lead.

This class description is not a complete statement of essential functions, responsibilities or requirements. Requirements are representative of the minimum level of knowledge, skill and/or abilities. Management retains the discretion to add or to change typical duties of a position at any time.