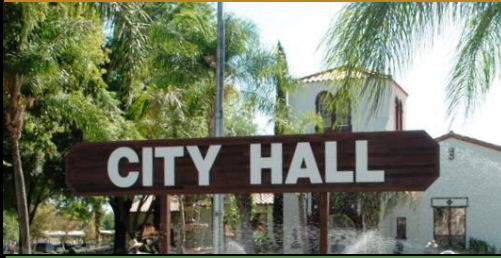




City of Perris, California

EMPLOYMENT OPPORTUNITY



NPDES Coordinator

\$31.49 – \$38.28 Per Hour (Level I, Step A - E)

Plus Excellent Benefits

Deadline to Apply: Open Until Filled

DEFINITION

Under direction, leads and participates in the most complex work in support of the City's Technical Services, Potable and Recycled Water, Backflow and Management Programs; performs investigations and inspections; ensures the City's programs and operations comply with State and Federal regulations; prepares and submits a variety of technical reports to regulatory agencies; and performs related duties as assigned.

SUPERVISION EXERCISED

Exercises no supervision of staff.

MINIMUM QUALIFICATIONS

Experience: Two years of sub-professional experience in storm water management and/or NPDES storm water permit compliance/inspection.

Training: Bachelor's degree from an accredited college or university with major course work in environmental engineering, environmental science, stream biology, or a related field.

License or Certificate: Possession of an appropriate, valid driver's license and insurability at regular rates for the City's automobile insurance. Possession of a valid Qualified Stormwater Pollution Prevention Plan Developer (QSD) certification is preferred.

Become a part of a growing and exciting team. Perris provides an excellent career advancement opportunity. If you are looking for new challenges and an incredible career move, JOIN OUR TEAM today. Perris offers a great location, a challenging and rewarding work experience and outstanding benefits!

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of: Basic knowledge of stream biology and storm water pollution regulations. Principles, practices and methods of wastewater and storm water compliance inspection procedures including conducting environmental investigations. Principles, practices and analytical techniques used in environmental protection, control and monitoring programs. Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to water quality, urban runoff, storm water systems, wastewater management, and other related environmental issues. Legal descriptions and boundary maps of real property and legal terminology as used in code compliance. Techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and with property owners, developers, contractors, and the public. Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff. **Skill to:** Operate office equipment and computer applications related to the work. Operate a motor vehicle safely. Prepare clear and concise reports, correspondence, and other written materials. Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines. **Ability to:** Organize, implement, and direct surface water quality environmental programs, NPDES programs, and related environmental programs and activities. Prepare, understand, and interpret engineering construction plans, specifications, and other contract documents. Interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.



Great location, incredible opportunity.



General Benefits Overview

The City offers an exceptional benefit package for full-time regular positions.

APPLICATION PROCESS

For optimal consideration apply immediately. The City of Perris does not accept faxed applications. Applications require an original signature.

The position is assigned to the Public Works department and there exists one vacancy to be filled by this recruitment.

Submit your application to:

Division of Human Resources

101 North "D" Street

Perris, CA 92570

(951) 943-6100

Download a City Application at:

www.cityofperris.org

EOE / ADA

SELECTION PROCESS

Possession of the minimum qualifications does not ensure that an applicant will be invited to the next phase of the examination process. The City reserves the right to invite only the most qualified applicants to participate in successive parts of the process. Accepted candidates may be required to pass a background investigation and a physical examination at the City's expense. In compliance with the Immigration Reform and Control Act of 1986, all new employees must verify identity and entitlement to work in the United States by providing required original documentation.

Open and Competitive Application

Deadline to Apply: Open Until Filled

Posted: October 12, 2018

Holidays: The City observes twelve (12) holidays per year.

Vacation: Accrual of eight (8) hours of vacation per month of service for years one (1) through five (5) of employment (maximum of 240 hours accrual).

Paid Leave: Six (6) hours of sick leave per month of service (maximum of 280 hours accrual). Other leaves provided include bereavement (up to 5 days) and jury duty leave.

Retirement: Retirement benefits shall be provided at 2% @ 60 PERS retirement formula for existing PERS members or 2% @ 62 for new hires entering the CalPERS system for the first time (pursuant to the City's contract with PERS and as required by law). The employee is responsible for the full member contribution.

Health Benefits: Several medical plans are offered. The City currently pays one thousand seven hundred twenty-four dollars and forty-four cents (\$1,724.44) towards a medical plan premium for employee and dependents.

Dental/Vision: The City's dental plan pays up to sixty (\$60.00) dollars per month of the premium for either the Dental HMO or PPO. The City also provides vision-care reimbursement up to four hundred fifty (\$450.00) dollars.

Educational Incentive: Employees who hold a verified Bachelor's degree from an Accredited University, who's current position's classification specification does not require a Bachelor's degree as a minimum qualification, will be eligible to receive a five (5%) percent educational incentive pay to his/her base salary hourly rate. Employees who hold a verified Master's degree from an Accredited University, who's current position's classification specification does not require a Master's degree as a minimum qualification, will be eligible to receive a two (2%) percent educational incentive pay to his/her base salary hourly rate.

Bilingual Compensation: Bilingual compensation is available for oral and written translation for those employees whose duties include enforcement, public counter or reception responsibilities, as needed and on a case by case basis. Premium pay varies from (\$100.00 – \$125.00) per month.

Educational Reimbursement: The Educational reimbursement program consists of full reimbursement up to the limit of two thousand (\$2,000.00) dollars per fiscal year, per eligible employee. Specific courses, degree and certificate programs require pre-authorization by the City Manager's Office.

Restrictions may apply. All of the above benefits are subject to change by the current Memorandum of Understanding between the Municipal Employees Relations Representative of the City of Perris and Local 911 of the California Teamsters Public, Professional and Medical Employees Union.

