



DUTY STATEMENT	
Classification: Environmental Scientist	Position Number: 876-0762-001
Division/Office/Section: WPCMD/WEEB/Tire Enforcement Section/Waste Tire Compliance Central Unit	
Location: 1001 I Street, Sacramento, CA. 95814	Effective Date:
Employee's Name: Vacant	Supervision Exercised: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Supervisor's Name:	
Collective Bargaining Identifier (CBID): R 10	

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing if both appropriate) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools and equipment; complete assignments in a timely and efficient manner; and, adhere to department policies and procedures regarding attendance, leave, and conduct.

POSITION DESCRIPTION:

Under direction of the Supervising Integrated Waste Management Specialist (I), the Environmental Scientist (incumbent) will independently perform a variety of scientific, analytical and administrative duties to implement CalRecycle’s statewide Waste Tire Enforcement Program. This Program seeks to manage and mitigate the impacts of waste and used tires on public health and safety, and the environment by ensuring waste and used tire facilities comply with tire permitting, storage, and movement laws, regulations, and state minimum standards. The incumbent will determine if waste and used tire operations are in compliance with applicable waste and used tire hauling, storage, and permitting laws, regulations and policies by performing field inspections and investigations and by working with and through local government regulatory agencies that are Tire Enforcement Agencies (TEAs). The incumbent will take appropriate enforcement actions as directed against non-compliant tire operations and others, in coordination with local TEAs and CalRecycle’s Legal office. The incumbent will determine the significance of violations and their general effect on public health and safety, and pursue appropriate enforcement action as directed to effectively protect public health and safety and the environment. This position involves traveling throughout the State approximately 50 percent of the time. Travel may involve multiple, consecutive days away from the office and overnight stays.

ESSENTIAL FUNCTIONS

- 30%** Perform basic principles of scientific research, biological, environmental sciences, and environmental characteristics of waste tires and materials as they relate to the review, inspection, assessment and enforcement of the program’s laws and regulations, technical documents, operations and other records. Perform statistical methods of analysis for counting whole tires and converting altered tires to passenger tire equivalents. Collect, analyze, and evaluate data to ensure sound conclusions have been made and that compliance with state standards is achieved. Be able to independently manage multiple tasks and analyze complex issues and situations addressing waste and used tires, and other environmental issues that arise.
- 30%** Independently oversee compliance relative to the mandates of the Public Resources Code and regulations. Review, analyze, ensure completeness, adequacy, and accuracy of compliance inspection reports, other documents, and data regarding the implementation of the state minimum standards, local fire laws, and how they relate to compliance and potential non-compliance. Conduct site visits to review facility environmental practices and verify compliance with waste and used tire transport and storage regulations. Serve as a liaison between CalRecycle’s Tire Enforcement Agencies (TEAs) and the department. Develop sound conclusions and make environmental compliance and enforcement recommendations when developing reports, agenda items, and other documents for publication. Testify as an expert witness as needed.
- 20%** Provide technical training and outreach, through effective communication verbally and in writing, addressing compliance with State tire laws and regulations as related to compliance with the Department’s enforcement procedures. Participate in the development and implementation of statewide trainings for tire compliance program stakeholders, in-house staff, and other interested individuals. Develop a coordinated distribution plan and oversee the implementation of educational materials to all interested parties concerning requirements of the laws with regards to compliance with the mandates and enforcement.

15% Conduct research and collect data to assess the impacts of existing and proposed waste management policies, procedures or legislation. Make recommendations to the Executive staff for approval by preparing clear, complete, and technically accurate reports and issue papers.

MARGINAL FUNCTIONS

05% Other duties as required including, but not limited to: attendance at public meetings and hearings; preparation and editing of technical reports, articles, and correspondence on various aspects of used tires, solid waste, waste measurement & characterization, use of recycled materials/commodities, environmental impact assessment, and progress status reports relating to Department wide issues; research and develop internal and external policies and procedures; prepare technical reports, articles, and correspondence relating to Department wide issues; stay informed about emerging markets, technologies, and programs including (but not limited to) used and waste tires.