

COUNTY OF COOK



Bureau of Human Resources

118 N. Clark Street, Room 840
Chicago IL 60602

Job Code: 1441
Job Title: Environmental Engineer IV
Salary Grade: 22
Bureau: Administration
Department: Environmental Control
Dept. Budget No. 161
Position I.D. 9502181
Shakman Exempt

Characteristics of the Position

General Overview

Supervises and coordinates subordinate levels of environmental control engineers and technical support personnel responsible for the enforcement of Federal, State, and County environmental protection laws as related to environmental engineering pollution inspections wherein previous inspections reported emissions of a problematical nature for non-abatement of pollutants into the environment. Serves in the capacity of an assistant deputy director for the operation of the department. Oversees and coordinates environmental administrative review hearings as a hearing officer coordinates personnel matters for the department. Provides technical assistance to the general public pertaining to environmental protection guidelines, standards and methods for abating or controlling emission pollutants. Trains new environmental control engineers and technical support personnel relative to the policies and procedure of the department.

Key Responsibilities and Duties

Supervises and coordinates subordinate levels of environmental control engineers and technical support personnel responsible for inspecting and identifying source pollutants by industrial and commercial enterprises relevant to the enforcement of federal, State, and County environmental protection laws as applicable to the respective code requirements.

Assigns workloads, per complaint or annual inspection, to environmental control engineer and technical support personnel, monitors their work activities as to timeliness and completeness of supportive environmental documentation.

Supervises the examination and evaluation of the operational condition and performance of industrial processing, combusting, and incinerating equipment which emit atmospheric pollutants into the environment; review source emission testing reports respective to industrial and commercial enterprises.

Prepares comprehensive analytical written reports detailing investigatory environmental engineering pollution inspections which are subject to administrative review and determination for subsequent course(s) of action.

Reviews construction permits for industrial process, combustion, and incineration equipment relevant to accuracy of specifications and compliance to environmental protection laws.

Oversees and coordinates preparations for administrative review hearings relevant to cited violations of environmental control regulations respective to industrial and commercial enterprises; acts as a hearing officer in the administrative review hearing process pertinent to environmental compliance; assists with the preparation and assembly of material for court proceedings related to enforcement of the environmental protection laws; appears at court proceedings to testify as an expert witness.

Provides technical assistance to the general public pertaining to environmental protection guidelines, standards, and methods for abating or controlling emission pollutants into the environment.

Trains new environmental control engineer and technical support personnel relative to the policies and procedures of the department; schedules the assigned staff for environmental training seminars in conjunction with environmental certifications particular to course(s) of study.

Knowledge, Skills and Abilities

Considerable knowledge and experience of Federal, State, and County laws legislating environmental protection regulations.

Considerable knowledge and experience of engineering principles and practices to analyze blueprints and specifications of industrial and commercial enterprises.

Skill in the use of a hand held scientific (mathematical) calculator; skill in the use of computer and scientific software.

Skill in the application of appropriate reference material to extract necessary formulas and information to calculate emission rates relevant to environmental pollution control.

Skill in operating various portable monitors and measurement devices and interpreting instrument readings in regards to pollution control.

Ability to operational evaluate technical diagrams, drawings, and sketches of industrial process, combustion, incineration, and related control equipment.

Skill in communicating both verbally and in writing with the general public respective to the mandates of Federal, State, and County environmental protection laws.

Skill in preparing comprehensive analytical written reports relative to investigatory environmental engineering pollution inspections.

Ability to supervise and coordinate work activities of the assigned professional and technical personnel to carry out the objectives and goals of the department in a timely manner.

Ability to train staff members in the policies and procedures of the department.

This position requires various types of physical exertion, including but not limited to lift8ig, pulling, pushing, climbing and moving objects of moderate to heavy weight.

This position requires moderate to extensive travel to work assignments throughout Cook County, for which the employee must provide his or her own adequate means of transportation.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor's degree PLUS a minimum of two (2) years of professional work experience **OR**, an equivalent combination of professional work experience, training and education.

Preferred Qualifications

Master's degree.

Five (5) years professional training, and/or professional work experience in areas related to administration and environmental control.

Supervisory or managerial experience.

The duties listed are not set forth for purposes of limiting the assignment of work. They are not be construed as a complete list of the many duties normally to be performed under a job title or those to be performed temporarily outside an employee's normal line of work.