

SEPTIC REPAIR PROGRAM INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS: This work involves investigation, inspection, and evaluation of onsite wastewater, septic, and septic disposal systems, and the monitoring and protection of water quality as it relates to Putnam County's Septic Repair Program, a water quality protection program which educates, supports, and assists homeowners in protected watershed areas to ensure maintenance of septic systems, and repair or replacement of failing septic systems. The incumbent of this position identifies septic system problems and issues within designated program areas, and then follows repair project work to completion, ensuring that all specifications are met and that applicable New York State and local sanitary laws, codes, rules and regulations are adhered to. The work involves extensive field work, and is performed under general supervision from the Watershed Information Coordinator. Supervision over the work of others is not typically a responsibility of employees in this class. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Makes routine and follow-up onsite inspections of wastewater/septic treatment systems;
Inspects wastewater/septic disposal systems to investigate complaints, identify problems, and evaluate construction performance;
Identifies wastewater/septic code infractions and violations and refers them for appropriate enforcement action;
Conducts routine onsite tests related to wastewater/septic treatment systems;
Interviews property owners to obtain information and provide guidance regarding repair and maintenance of wastewater/septic treatment systems;
Maintains records and completes inspection reports;
Provides information to the public & provides training to clients regarding onsite wastewater/septic policies and regulations;
May meet with septic tank contractors before the installation of new septic systems and issues directions for proper installation construction;
Performs a variety of related duties as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the basic principles and practices related to onsite wastewater/septic treatment systems inspections; good knowledge of NYS and local sanitary codes, laws, rules, and regulation as they relate to on site wastewater/septic treatment systems; working knowledge of the design of onsite wastewater/septic treatment systems; ability to comprehend a variety

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if administrative regulations, records, and reports; ability to exercise sound judgment and deal tactfully with the public.

MINIMUM QUALIFICATIONS: Either

- a) Bachelors Degree with a minimum of twelve (12) semester hours in the physical or biological sciences and five (5) years experience in the construction field which shall have included septic system construction; or
- b) Associates Degree and seven (7) years experience in the construction field which shall have included septic system construction; or
- c) An equivalent combination of training and experience as described in (a) and (b) above.

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post secondary, degree-granting institution.

SPECIAL REQUIREMENT: Access to transportation may be required to complete possible field work assignments in a timely and efficient manner.