JOB DESCRIPTION

JOB TITLE: Engineering and Environmental Compliance Specialist **DEPARTMENT:** Operations
REPORTS TO: Engineering and Environmental Compliance Manager **FLSA STATUS:** Non-Exempt
PREPARED DATE: **AUGUST 2026** **APPROVED DATE:**
REVISED:

SUMMARY

Under the direction of the Engineering & Environmental Compliance Manager, performs advanced specialized field and office work involving the operation, inspection, maintenance, construction, and regulatory compliance of the Authority's environmental control systems and solid waste facilities. Responsibilities include landfill gas collection and control systems, groundwater, leachate, and stormwater monitoring, construction management, contractor coordination, regulatory reporting, and technical leadership of Environmental Systems Technicians. The position serves as the Authority's technical resource for environmental systems operations, regulatory compliance, and related infrastructure.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties may be assigned.)

Solid Waste Operations/Facilities Inspection - Performs regular compliance inspections of all Authority facilities to ensure proper operations and environmental conditions. Operates heavy equipment to perform repairs and maintenance at landfill facilities. Inspects liner systems, leachate collection systems, sedimentation and detention ponds, storm water run-off systems, drainage ditches, groundwater sampling wells, and landfill gas probes. Inspects facilities to maintain permit compliance; conducts winterization inspections and directs operator preparation for winterization. Reads and tunes landfill gas well to maximize collection and remain in compliance with regulatory agencies. Operates, monitors, and adjusts landfill gas blower and flare systems to maintain efficient operation and regulatory compliance. Has oversight of groundwater systems and leachate conveyance systems at all sites.

Construction Management - Coordinates and inspects construction, repair, and maintenance projects involving landfill facilities and environmental control systems. Monitors contractor work to ensure compliance with approved plans, specifications, permits, and safety requirements. Documents project progress, performs final inspections, identifies corrective actions, and coordinates project activities with contractors, engineers, consultants, and Authority staff. Assists in planning and implementing in-house construction and infrastructure improvement projects.

Environmental Control Systems - Performs routine and complex sampling of storm water run-off, groundwater, and soils. Performs landfill gas well monitoring, tuning, and adjustments to optimize collection efficiency and regulatory compliance. Oversees leachate system testing, flare source testing, GCCS performance evaluations, and implementation of environmental system improvements. Provides technical oversight of landfill gas collection and control system (GCCS) performance to ensure compliance with CARB Landfill Methane Regulation requirements, including methane destruction efficiency, wellfield performance, flare operations, and component integrity.

Landfill Methane Regulation (LMR) Oversight - Oversees compliance with the California Air Resources Board Landfill Methane Regulation, including surface emissions monitoring, wellhead monitoring, integrated monitoring, component leak detection, corrective actions, contractor oversight, regulatory reporting, and response to methane exceedances and elevated temperature events.

Information Technology / Operational Technology (IT/OT) & SCADA Systems Administration - P Provides technical administration, maintenance, and oversight of the Authority's operational technology (OT) infrastructure, industrial control systems (ICS), and Supervisory Control and Data Acquisition (SCADA) systems supporting landfill operations and environmental control systems. Supports, configures, maintains, and troubleshoots network infrastructure, including managed switches, routers, firewalls,

wireless communications, fiber optic and copper-based communication systems, and VLAN architecture supporting environmental monitoring and industrial control systems. Coordinates integration and operation of PLCs, HMIs, telemetry systems, blower/flare stations, landfill gas collection and control systems (GCCS), and remote monitoring equipment. Monitors system performance, maintains hardware and software, performs firmware updates, configuration backups, lifecycle planning, and system documentation, and coordinates vendor support for upgrades, repairs, and system expansions. Maintains network security, remote access controls, and backup protocols consistent with cybersecurity best practices for industrial control systems. Administers IP-based video surveillance systems and other field technologies supporting facility operations and regulatory compliance.

SUPERVISORY RESPONSIBILITIES

While the position has no formal supervisory authority, the Engineering and Compliance Specialist provides technical leadership to Environmental Systems Technician I and II staff, by coordinating work, overseeing specialized technical activities and ensuring training and understanding of assigned tasks. The position reports field performance concerns to the Engineering & Environmental Compliance Manager.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM QUALIFICATIONS

High school diploma or GED required; one year certificate from college or technical school in landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations; Five years of progressively responsible experience in solid waste operations, landfill construction, environmental compliance, landfill gas systems, environmental monitoring, construction inspection, or a related field.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid California driver's license is required along with a 40-hour HAZWOPER certification, and Manager of Landfill Operations (MOLO) certification.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

Communication (Oral/Written)

Expresses views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicates openly, honestly, and promotes an open exchange of ideas. Is an effective listener – listens openly without interrupting. Keeps people well informed in respect of key organizational and departmental issues, in a timely manner. Delivers information effectively in a variety of written formats including reports, letters, memos, emails, etc.

Cost Consciousness

Does not waste resources. Looks for methods to improve processes that have a positive impact on the bottom line.

Interpersonal Skills

Builds effective customer rapport/relationships and treats them as business partners. Is friendly, warm, sincere, and easily approachable. Is tactful, compassionate, and sensitive, and treats others with respect and dignity. Is patient and understanding, listens empathetically to others and respects their opinions. Makes others feel appreciated, valued, and included, and is considerate of their needs and feelings. Is sensitive to cultural diversity, race, gender, and other individual differences.

Flexibility/Adaptability/Initiative/Proactivity

Is open to new ways of working, ideas, and processes. Adapts quickly and effectively to new environments, people, and responsibilities. Readily adapts to stressful situations and factors outside of his/her control. Actively attempts to influence events and Instigates action without having to be urged on. Adapts and improves working methods in order to achieve goals. Anticipates and responds to future

needs and opportunities and seizes opportunities when they arise. Anticipates problems and pro-actively develops contingency plans accordingly. Keeps current on emerging job-relevant trends and issues.

Functional Expertise
Has the functional competence (skills & knowledge) to be effective in his/her job. Keeps specialist competence up to date with ongoing learning/studying. Actively seeks assignments and other on-the-job opportunities to improve self. Shares competence willingly with others.

Teamwork
Is committed to the team and its goals. Does fair share and is an effective contributor. Fills in for or assists fellow team members when necessary. Develops and maintains productive working relationships within the team. Willingly shares knowledge, skills, and job-relevant information. Actively participates in team meetings without monopolizing it or reducing the importance of other team members. Encourages and considers others' ideas, opinions, and suggestions. Actively involves self in team activities and contributes positively towards team spirit and morale. Works effectively in cross-functional project teams (when required).

Desirable Experience and Knowledge Base

- Associate degree (A.A.) or equivalent coursework in civil, environmental, mechanical, or related engineering field; or equivalent combination of education and experience.
- Knowledge of solid waste facility operations, environmental compliance, and landfill environmental control systems.
- Knowledge of applicable federal, state, and local laws and regulations governing solid waste facilities, including landfill gas, groundwater, stormwater, and leachate systems.
- Knowledge of construction inspection, project coordination, and the interpretation of construction plans and specifications.
- Experience with environmental sampling, field monitoring, data collection, and technical report preparation.
- Experience operating, maintaining, and troubleshooting landfill gas collection and control systems (GCCS), pumps, wells, and related environmental infrastructure.
- Experience interpreting landfill gas monitoring data, including temperature, vacuum, oxygen, methane, carbon monoxide, and elevated temperature events (ETEs).
- Working knowledge of Microsoft Office, AutoCAD, SCADA systems, and other computer-based monitoring and data management systems.
- Ability to effectively communicate and work with contractors, consultants, regulatory agencies, and the public.

OTHER QUALIFICATIONS

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell.

The employee must occasionally lift and/or move up to fifty pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Employee must be able to wear personal protective equipment including ear and eye protection, respirator, Tyvex suit or coveralls, latex, rubber or leather gloves, hardhat, rain protection, and steel toe boots.

Work Environment - While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock and risk of radiation, explosives, and high noise level. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Will be required to

respond to work sites beyond normal working hours. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills
Ability to draft routine reports and correspondence; ability to speak effectively before groups of customers or employees of organization, contractors, or vendors; ability to read, analyze, and interpret general business periodicals, or governmental regulations.

Mathematical Skills
Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume; ability to apply concepts of basic algebra and geometry.

Reasoning Ability
Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form; ability to deal with problems involving several concrete variables in standardized situations.

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I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for the Authority to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

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Employee

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Date