JOB DESCRIPTION

JOB TITLE:	Environmental Systems Technician I/II	**DEPARTMENT:**	Operations
REPORTS TO:	Engineering and Compliance Manager	**FLSA STATUS:**	Non-Exempt
PREPARED DATE:	August 2026	**APPROVED DATE:**	AUGUST 20, 2026
REVISED:			

SUMMARY

Under the direction of the Engineering and Compliance Manager plans and participates in activities concerned with study, development, and inspection of all agency facilities and environmental control systems by performing the duties listed.

ENVIRONEMENTAL SYSTEMSTECHNICIAN I: Is an entry-level position for a skilled worker who is expected to perform all the duties and responsibilities of the position under the direct supervision of the Engineering and Compliance Manager. Typically, an individual would possess construction or engineering experience not specific to the solid waste industry; and / or may have one year minimum in industry experience.

ENVIRONMENTAL SYSTEMSTECHNICIAN II: Is a journeyman level position for a skilled worker who has experience in the solid waste industry and more than twelve months experience working in construction, engineering or environmental engineering. This individual can work independently with little or no direct supervision, have excellent repair and maintenance skills, and a complete knowledge of the operation of solid waste facilities and environmental monitoring systems. Technician II performs more complex environmental monitoring and landfill gas system field activities and may provide lead direction and work coordination to Environmental Systems Technician I staff. They would possess 40-hour Hazardous Waste Operator certification, Manager of Landfill Operations from the Solid Waste Association of North America, have the ability to operate heavy equipment, and have an intermediate skills level in the use of Microsoft Office and AutoCAD software.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties may be assigned.)

Solid Waste Operations/Facilities Inspection - Performs regular inspections of solid waste facilities to ensure proper operation and environmental compliance. Operates heavy equipment to perform repairs and maintenance at solid waste facilities. Inspects liner systems, leachate collection systems, sedimentation and detention ponds, storm water run-off systems, drainage ditches, groundwater sampling wells, methane probes, and water re-injection systems. Inspects facilities to maintain permit compliance; and conducts winterization inspections.

Construction Management – Provides field inspection of construction projects, documents daily construction activities, verifies contractor compliance with approved plans and specifications, and reports deficiencies to the Engineering and Compliance Manager.

Environmental Control Systems - Performs routine sampling of storm water run-off, groundwater, and soils. Assists with operation, monitoring, and maintenance of all landfill environmental control systems. Assists with field implementation of compliance activities related to the California Air Resources Board (CARB) Landfill Methane Regulation, including conducting routine landfill gas wellhead monitoring. Performs field adjustments to landfill gas wells and valves as directed. Assists with quarterly surface emissions monitoring (SEM) activities and supports contractors performing integrated monitoring and component leak detection. Identifies and reports methane exceedances, elevated temperatures, abnormal wellhead conditions, or potential elevated temperature events (ETEs). Assists with inspection and maintenance of landfill gas collection system infrastructure. Assists with installation, repair, and maintenance of landfill gas wells and gas collection system components. Performs field verification of corrective actions including cover repairs, vacuum adjustments, and gas system modifications. Assists with setup, calibration, and maintenance of landfill gas monitoring equipment and field instrumentation.

Maintains accurate field monitoring logs and records required for regulatory compliance and reporting. Supports response activities related to methane emission plume notifications or regulatory inspections. Performs landfill gas monitoring and adjustment activities under the direction of the Engineering and Environmental Compliance Technician and / or Engineering and Environmental Compliance Manager.

Site Maintenance - Performs repairs and improvements to all Authority owned facilities including winterization while maintaining a safe work environment.

Reporting - Collects field monitoring data and maintains operational logs related to landfill environmental control systems including groundwater, stormwater, and landfill gas monitoring activities. Assists with preparation of quarterly and annual reports to regulatory agencies by compiling monitoring data, maintaining field documentation, and supporting compliance recordkeeping.

SUPERVISORY RESPONSIBILITIES

This job has no current supervisory responsibilities; however, the Environmental Systems Technician II may provide some work coordination and lead direction for Environmental Systems Technician I (s).

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 accommodation may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM QUALIFICATIONS

Tech I: High school diploma or GED required; plus, one year certificate from college or technical school in landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations; or one year in related experience and/or training; or equivalent combination of education and experience.

Tech II: High school diploma or GED required; plus, one year certificate from college or technical school in landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations; or 2-3 years in related experience and/or training in landfill operations, environmental monitoring, construction inspection; or environmental compliance.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid California driver's license is required.

Tech II: SWANA Manager of Landfill Operations, 40-Hour HAZWOPER, Qualified Landfill Gas Technician training, OSHA 10 or OSHA 30.

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

Takes a genuine interest and demonstrates urgency, energy and enthusiasm in satisfying daily task. Is friendly, warm and 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's degree (A. A.) or equivalent from two-year college or technical school in civil, chemical, or environmental engineering or related field; or six months to one year experience in solid waste disposal or landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations, or a related area related experience and/or training; or equivalent combination of education and experience.
- Working knowledge of office equipment including Microsoft Office and CAD.
- Principles of solid waste facilities and environmental control systems maintenance.
- Principles of inspection and construction monitoring.
- Soil mechanics and geology.
- Applicable County, State, and Federal laws, codes, and ordinances related to the proper operation of solid waste management and landfill facilities.
- Methods, materials, tools, and equipment used in the repair and maintenance of solid waste management, landfill, and related public works systems.
- Field and laboratory water and soil testing procedures.
- Utilization of computers and computerized information systems.
- Operation of surveying equipment
- Review construction plans and specifications
- Read, understand, and interpret laws, rules, regulations, and policies, which impact the operation of landfills and associated facilities.
- Identify malfunctions and problems with landfill environmental control systems.
- Oversee basic maintenance and repairs of pumps and wells.
- Collect and analyze or transmit samples of soils, groundwater, surface water, and other landfill materials.
- Collect data and assist with the preparation of comprehensive technical reports.
- Effectively represents Authority policies, programs, and services with employees, contractors, representatives of other agencies, and the public.
- Provide construction maintenance

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 accommodations 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 50 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 write 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