



**VAN ZANDT COUNTY
FIRE MARSHAL'S OFFICE**
24634 State Hwy 64
Canton, TX 75103
903-567-6026



Job Title: Environmental Specialist

Reports to: Fire Marshal

POSITION SUMMARY: The position requires working under the directives of the Texas Commission on Environmental Quality (TCEQ) and State Health and Safety Codes. The successful applicant should have strong communication skills. Currently, the position entails supervision and permitting of the On-Site Sewage Facility (OSSF) program, property abatement, enforcing dumping violations, brush control, and real estate inspections as to existing OSSF capabilities. Responsible for identifying and correcting unsafe conditions of Van Zandt County owned/operated buildings. Maintains records of investigations and collects/retains reports from TCEQ and other government entities. Conducts Public Nuisance (abatement) and illegal dumping investigations. Serves as designated Representative for on-site sewage facilities.

ESSENTIAL JOB FUNCTIONS: Keep records, preserve statements, affidavits and depositions. File complaints, perform inspections, review permits for construction of On-Site Sewage Facilities (OSSF). Inspect construction of septic related issues. Report to State of Texas regarding On-Site Sewage Facility installs, violations, investigations, citations issued. Report to Commissioners' Court: OSSF installs, violations, investigations, and citations issued. Performs related work as assigned.

REQUIRED KNOWLEDGE AND SKILLS: Ability to research, coordinate, and prepare grant proposals, Ability to work cooperatively with various agencies within Van Zandt County, Ability to work independently in the absence of specific instructions. For the purpose of compliance with the Americans with Disabilities Act and ADA Amendments Act, this job description does not account for potential reasonable accommodations.

CERTIFICATION: licensed as a Designated Representative through the Texas Commission on Environmental Quality (TCEQ) within 60 days of employment, Valid Texas Driver's License, maintain On-Site Sewage Facility Designated Representative license. Medical exam and psychological test required after job offer.

PHYSICAL REQUIREMENTS: Frequently walking on concrete, or in tall grass, mud, occasionally on all types of surfaces and terrain, including rock or uneven ground or areas presenting obstacles. Frequently lifting of objects. Occasionally 50 – 100lbs

PRE-EMPLOYMENT REQUIREMENTS: Physical required Drug test required Background check required

BASE PAY RANGE: Starting hourly wage is \$20.00 hr. - \$23.18 hr. depending on qualification/experience.

CERTIFICATION PAY:

- 1. TCEQ Designated Representative-\$200/yr.**
- 2. TCEQ Site Evaluator- \$200/yr.**
- 3. LHA Health Investigator- \$500/yr.**

Vehicle is provided.

SELECTION GUIDELINES: Formal application; rating of education and experience; oral interview; reference and other background checks; job-related tests may be required.

EMPLOYEE SIGNATURE AND DATE

FIRE MARSHAL SIGNATURE AND DATE