

## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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**Internet:** [www.tceq.texas.gov](http://www.tceq.texas.gov)

**State Title:** Natural Resources Specialist II  
**Functional Title:**  
**Job Posting:** 17025  
Monthly Salary: \$3081.33  
Salary Group: B17  
Posting Date: 09/28/2016  
Close Date: 10/12/2016  
Section/Division: Public Drinking Water Section/ Water Supply Division  
Work Location: 12100 Park 35 Circle, Austin, TX 78753  
Openings: One(1)  
Position #(s): 7869

### **Job Description:**

Completes technical work related to compliance with a variety of state and federal drinking water regulations, which includes coordinating the collection, quality assurance, and analysis of digital information used for inventory functions of the Safe Drinking Water Information System (SDWIS) and the source water assessment and protection (SWAP) project, for the Public Drinking Water Section of the Texas Commission on Environmental Quality (TCEQ). Analyzes site-specific data (including well construction, lithology, proximity to surface water, raw water monitoring data, and other criteria) to evaluate groundwater sources that may potentially be under the direct influence of surface water (GUI). Provides notification to Public Water Systems (PWS) with sources determined to be GUI, detailing enhanced treatment and reporting requirements. Coordinates with Surface Water Treatment Rule (SWTR) program to determine violations related to failure to install required treatments. Processes new and maintains historical source water-related inventory data for all proposed and active PWS. Ensures consistency of source data residing in Safe Drinking Water Information System (SDWIS) and Source Water Assessment and Protection (SWAP) databases. Assists with the performance and continued development of source water vulnerability assessments and various supporting data sets. Processes Comprehensive Compliance Investigations from Regional Offices for PWS, ensuring consistent and reliable data is entered into appropriate databases. Provides technical assistance to customers, co-workers, management, and the public regarding TCEQ rules and regulations that affect PWS. Communicates with internal/external customers by gathering and disseminating information via telephone and email, as well as presentations and reports, which involves preparation of charts, diagrams, tables, and time lines. Provides PDW management and staff with technical writing/editing support for correspondence to regulated entities, rule and Standard Operating Procedures (SOP) revisions, and internal communications.

### **Military Occupational Specialty (MOS) Codes:**

92W, 72D, AG, 180X-RL, 646X-LDO, MST, 790, 72, OAR15, 6842, 6802, 8831, 8866, 1W0X1, 1W0X2, 8E000 9S100, and 15WX

### **Minimum Qualifications:**

A bachelor's degree from an accredited college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), with a major in a natural or physical science, engineering, environmental studies, or related field.

One year of full-time experience in the field of environmental activities may be substituted for each year (30 semester hours) of the required education.

### **Preferred Requirements:**

Experience interpreting and/or implementing rules, regulations, policies, procedures and looking at technical aspects specific to public drinking water systems.

Experience ensuring or overseeing state or federal compliance requirements and regulations associated with public drinking water systems.

Experience in interpretation of technical documents (e.g., reports, correspondence, and/or recommendations) including data entry specific to Comprehensive Compliance Investigations (CCI) and Groundwater Under the Influence of Surface Water (GUI).

Experience with USEPA and TCEQ databases, such as Safe Drinking Water Information System (SDWIS), Source Water Assessment and Protection (SWAP), Water Utilities Database (WUD) and Comprehensive Compliance and Enforcement Data System (CCEDS).

**Special Requirements:**

Moving up to 25 pounds of equipment.

Traveling up to 15% of the time.

**Condition of Employment:**

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer