

## 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:** 17030  
Monthly Salary: \$3081.33  
Salary Group: B17  
Posting Date: 09/30/2016  
Close Date: 10/14/2016  
Section/Division: Plan & Technical Review Section/ Water Supply Division  
Work Location: 12100 Park 35 Circle, Austin, TX 78753  
Openings: One(1)  
Position #(s): 0563

### **Job Description:**

The evaluation of utilities in need of financial, managerial, and technical assistance; monitoring at-risk public water systems, and the coordination of drought related activities, as well as optimization activities for the Water Supply Division of the Texas Commission on Environmental Quality (TCEQ). Assist in the evaluation process of the utility assistance contract enabling utilities to attain financial, managerial, and technical competence. Participate in the assessment and execution of the capacity development program, including the Drinking Water State Revolving Fund (DWSRF). Promote the effective use of resources required to resolve operational and administrative deficiencies affecting retail water and sewer utilities. Assist with coordination and monitoring duties for investor owned water and sewer utilities of "at-risk" public water systems, and those placed in receivership, temporary management, bankruptcy, or supervision of the TCEQ. Maintain agency records for each "at-risk" public water system and track their performance. Assist in coordinating with the Public Utility Commission (PUC), the TCEQ Litigation Division, and the Office of Attorney General (OAG) to appoint joint temporary managers to operate the "at-risk" systems in a financial, managerial and technical capacity. Performs data collection, research, and analysis on manmade or natural emergency response activities, to determine the impact of these emergencies and provide the coordination of compliance assistance activities and other operations to Public Water Systems (PWS). Acts as a member of the Texas Optimization Program (TOP) related to Water Treatment Plants and Distribution Systems. This includes training to conduct, plan and coordinate on-site evaluations of water treatment plants and distribution systems, to include analysis of the engineering design, maintenance, administration, and operations of water system facilities. Documents results of evaluations in customized technical reports, and monitor corrective action plans to address problems identified. Provides general technical assistance, mentoring and training to city and county officials, water system owners and operators, agency staff, UTA contractors, and the general public. Participates in special projects, in professional development, and performs administrative duties as assigned.

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

92W, 72D, 8831, 8E000, and 9S100

### **Minimum Qualifications:**

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

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 providing customer service in regards to public water systems regulated by state and federal requirements.  
Experience operating a water treatment plant and/or distribution system.  
Experience writing or preparing technical documents (reports, correspondence, research papers or recommendations).  
Licensed as a Level C, or higher, Water Operator.

**Special Requirements:**

Moving up to 25 pounds of paper.  
Traveling up to 25% 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