

RUTHERFORD COUNTY, TENNESSEE CLASSIFICATION SPECIFICATION

CLASSIFICATION TITLE: STORMWATER APPRENTICE

FLSA STATUS: NON-EXEMPT

PURPOSE OF CLASSIFICATION

The purpose of this classification is to collect Stormwater data in Rutherford County. Duties and responsibilities include conducting a visual stream assessment by walking streams, collecting data, updating annual reports. Reports to the Project Engineer.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Conduct initial evaluation of the overall condition of wadeable streams, their riparian zones, and their instream habitats.

Help fulfill Rutherford County's National Pollutant Discharge Elimination System (NPDES) Permit.

Classify healthy streams and identify possible sources of impairment.

Identify Illicit Discharges into the watershed.

Record data using the Maryland Stream Assessment Protocol.

Update GIS with collected data in a timely manner.

Perform quarterly/annual stormwater inspections of government owned facilities.

Performs customer service functions; provides information/assistance regarding department services, activities, procedures, or other issues; distributes forms/documentation as requested.

Operates a computer to enter, retrieve, review or modify data; performs data entry functions by keying data into computer; verifies accuracy of entered data and makes corrections; utilizes word processing, spreadsheet, database, accounting, email, or other programs; performs basic maintenance of computer system and office equipment, such as backing up data or replacing paper, ink, or toner.

Performs general/clerical tasks, which may include making copies, sending/receiving faxes, or filing documentation.

Work as part of a team and collaborate with colleagues.

ADDITIONAL FUNCTIONS

Operate a motor vehicle to conduct site visits or other work activities.

Interact with property owners about essential job functions.

Perform other related duties as required.

MINIMUM QUALIFICATIONS

Applicants must be at least eighteen (18) years old and attended college level courses in Biology, Environmental Science, Ecology, Engineering, Geology, or related field. Must have a valid Tennessee Driver's License.

PREFERRED QUALIFICATIONS

Experience using ARC GIS or GIS Online.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA COMPLIANCE/ PHYSICAL DEMANDS ANALYSIS

Physical Ability: Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50pounds). **Requires walking over uneven terrain.**

Sensory Requirements: Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dust, machinery, bright/dim light, or electric currents, various weather conditions, surface water, or wildlife.

PHYSICAL DEMANDS ANALYSIS

1. STANDING AND WALKING

Tasks: Walking Streams

Surface: Carpet, Asphalt, Concrete, Bedrock, Cobble, Silt/Sand, Grass

Estimated Total Hours: 7.0 **Maximum Continuous Time:** 2

2. SITTING

Tasks: Inputting and Updating collected data into computer

Estimated Total Hours: 2 **Maximum Continuous Time:** 2

3. LIFTING/CARRYING

Objects:

Weight	Hourly	Daily	Weekly	Monthly	Never
<10 lbs	X				
11-25 lbs		X			
26-50 lbs			X		
51-75 lbs					X
76-100 lbs					X
>100 lbs					X

4. PUSHING/PULLING

Objects:

Height of hands above floor during push:

5. CLIMBING

Tasks: over fences and small river banks

Device: self

Height: 4 feet or less

Frequency: 10 times a week

6. BENDING/SQUATTING/KNEELING

Tasks: Moving through streams

Frequency: 10 times a week or more

REACHING

Tasks:

Hands Used: RIGHT LEFT BOTH X

Distance	Direction	Frequency	Duration	Avg. Weight
0-20"	Up/Out		20-30 minutes	20 lbs
21-36"	Up/Out		20-30 minutes	20 lbs

7. WORK CONDITIONS

Exposure to	Yes	No
Hot Temperatures	X	
Cold Temperatures	X	
Sudden Changes in Temperature	X	
Noise	X	
Fumes	X	
Cramped Quarters	X	
Cold Surfaces	X	
Hot Surfaces	X	
Sharp Edges	X	
Vibration	X	
Fluorescent Lighting	X	
Computer Monitor Screen Glare	X	

Inside Building	<u>20</u> % of time
Outside	<u>80</u> % of time

8. OTHER JOB DEMANDS

Does Job Require	Yes	No
Crawling	X	
Jumping		X
Lying on Back		X
Lying on Stomach		X
Twisting	X	
Sweeping/Mopping	X	
General Cleaning	X	
Handling Trash	X	

9. LIST TOOLS, EQUIPMENT AND MATERIALS USED:

Hedge Trimmers, Hip Waders, laptop, Smart Phone, Sunscreen, and Insect Repellant

10. HAND USE

Type of Use	Yes	No	Frequency
Keystrokes	X		Daily
Grasp	X		Daily
Fine Motor i.e.: writing, twisting hands or wrist, etc	X		Daily

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Rutherford County, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. Signatures below indicate the receipt and review of this classification description by the employee assigned to the position and the immediate supervisor.

Employee's Signature

Supervisor's Signature

Date

Date