

City of San Jose

HAZARDOUS MATERIALS INSPECTOR I (2321)

CLASS PURPOSE

Under immediate supervision, performs work of routine difficulty in conducting skilled inspections of facilities where hazardous classes of materials are stored and used; enforcing appropriate regulations; providing liaison with governmental agencies; monitoring results of ongoing activities. Performs related work as required.

TYPICAL DUTIES AND RESULTS (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Reviews and approves Hazardous Materials Management Plans (HMMP) for occupancies requiring Short Form Management Plans.

Identifies cases of non-compliance with applicable hazardous materials codes and ordinances.

Verifies HMMP accuracy by conducting field inspections.

Calculates permit fee information based on quantity ranges and inspection time.

Conducts Hazardous Materials Ordinance and HMMP consultations.

Coordinates tank installation and closure applications and permit process.

Performs routine field inspections and tests to assure compliance with the Hazardous Materials Storage Ordinance.

Develops and maintains appropriate reports, records, and files regarding underground tank storage sites.

Attends seminars, workshops and other types of training, in order to maintain current knowledge of information related to hazardous materials.

Reviews plans for monitoring systems, Liquid Propane Gas, medical gas and cryogenic system installations.

Performs field inspections for monitoring system installations.

Appears in court to provide testimony, as required.

Reviews and analyzes requirements for chemical storage facilities, hazardous material inventory statements, and hazardous material management plans.

Collects required ordinance information submission from potential permittees and provides information relating to the hazardous materials ordinance.

Conducts on-site inspections at chemical storage facilities; prepares reports of findings with respect to ordinance requirements.

Responds to complaints of storage violations.

DISTINGUISHING CHARACTERISTICS

This is the entry level in a three class hazardous materials inspection series located in the Fire Department's Hazardous Materials Program. Incumbents in this class perform the more routine inspections and are supervised by a Senior Hazardous Materials Inspector. This class differs from the next higher class of Hazardous Materials Inspector II in that incumbents of that class perform at the full working level in the area of inspection and enforcement, and may provide lead direction and training to incumbents of the class of Hazardous Materials Inspector I.

QUALIFICATIONS

Minimum Knowledges, Skills and Abilities

Knowledge of principles and practices of chemistry, biology, physics, industrial hygiene or geology as applied to the management of hazardous materials, hazardous wastes, and industrial wastes.

Knowledge of quality assurance programs and procedures, sampling techniques, statistical analysis, laboratory equipment and its uses.

Knowledge of methods of inspection.

Ability to prepare routine reports.

Ability to follow oral and written instructions.

Ability to communicate orally and in writing.

Ability to establish and maintain effective working relationships.

Competency Knowledges, Skills and Abilities

Ability to perform inspections of complex hazardous materials storage sites.

Ability to prepare complex reports.

Training And Experience

Any combination of training and experience equivalent to successful completion of advanced undergraduate coursework in Chemistry, Biology, Geology, or other related science associated with the study of hazardous materials, soil or groundwater contamination, or the environment.

Licenses/Certificates

Possession of a valid California Driver's License is required.