



Environmental Compliance Specialist

\$8,989.07 - \$10,926.93/month (\$53.93 - \$65.56/hour) Depending on qualifications & experience.
2% certification incentive pay available; benefited position.

Represented by International Union of Operating Engineers, Stationary, Local 39

Silicon Valley Clean Water (SVCW) is a diverse group of approximately 100 people dedicated to conveying and treating wastewater from more than 300,000 people and businesses in our service area. We are a Joint Powers Authority serving the communities of Belmont, Redwood City, San Carlos, and the West Bay Sanitary District. We value environmental stewardship and innovation and, by effectively treating wastewater at our advanced treatment facility, we help keep San Francisco Bay clean and environmentally healthy. SVCW is currently celebrating its 50th anniversary under the campaign "Innovation at 50", highlighting decades of environmental leadership and a forward-looking vision for clean water. More information can be found at www.svcw.org.

SUMMARY

Under general supervision, performs duties related to SVCW's environmental programs; performs inspections, compliance monitoring and enforcement, collects samples and conducts field analyses at industrial and commercial facilities and construction sites; conducts investigations to trace and mitigate the source(s) of non-compliant discharges; prepares reports and must be familiar with all federal, state, and local wastewater regulatory requirements; safely performs related work as required and other duties as assigned.

Every employee appointed to a position at SVCW shall serve at the will and pleasure of the appointing authority.

THE IDEAL CANDIDATE

- All SVCW employees are required to work safely.
- Interact with the public as an official regulatory representative of Silicon Valley Clean Water.
- Survey the SVCW service area to identify new industrial, commercial, and institutional facilities (Users); inspect pretreatment systems, devices, facilities and process of Users and determine applicability of federal, state, and local regulations related to pretreatment, stormwater runoff, and control of Fats, Oils and Grease (FOG).
- Assist in wastewater discharge permit development and issuance processes.
- Determine appropriate sampling methods, locations, and frequencies; collect samples for wastewater discharges Users.
- Review and prepare various local, state and federal compliance monitoring reports related to SVCW's pretreatment, stormwater, and FOG programs; identify noncompliance, prepare and issue notices of violation; initiate enforcement actions, communicate requirements, document follow-up actions and responses and provide guidance for Users to return to compliance.
- Identify new Food Service Establishments (FSEs) and perform FOG inspections of regulated FSEs.

A JOINT POWERS AUTHORITY

REDWOOD CITY | SAN CARLOS | BELMONT | WEST BAY SANITARY DISTRICT
1400 Radio Road Redwood City, California 94065 (650) 591-7121 www.svcw.org

- Provide stormwater inspections for the SVCW Member Agencies that contract with SVCW for these services.
- Coordinate investigations to mitigate and trace sources of illicit discharges entering wastewater and stormwater collection systems within SVCW's service area.
- Track in-house permits and monitor various internal activities and equipment to ensure SVCW's compliance with pertinent regulatory permit conditions and requirements; gather and report information necessary to obtain permit renewals.
- Participate in sampling and monitoring activities related to determining each SVCW Member Agency's flow and loading contributions; ensure proper sampling equipment, methods, and frequencies are implemented.
- Assist with implementation of SVCW's Waste Management Program; track facility waste and collect samples for waste profiles.
- Participate in public outreach efforts at various local community events.
- Perform a variety of other duties as assigned.

Interpersonal Effectiveness

Effectively work in a collaborative organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstrate strong two-way communication skills, including the ability to listen, explain and facilitate; ability to ask for input; offer help without being asked; accept suggestions; work with others to solve problems; and provide recognition and encouragement; ability to address co-workers needs; identify issues and concerns, explore solutions and implement improvements.

MINIMUM QUALIFICATIONS

Any combination of education and experience that demonstrates possession of the requisite knowledge, skills and abilities. A typical way to obtain these would be:

- Bachelor's degree in biology, chemistry, environmental engineering, environmental science, or a related field, is desired.
- One (1) year of experience in industrial pretreatment processes, facilities management, or areas related to environmental compliance, hazardous materials management, industrial inspection, FOG inspection or stormwater inspection.

Certification and Licenses

- Possession of or the ability to obtain within eighteen (18) months of assignment to the position of Environmental Compliance Specialist, a CWEA Environmental Compliance Inspector Grade I certification.
- Valid California Class C Driver's License and an acceptable driving record as defined by SVCW's Driving Eligibility Standards.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS

While performing the duties of this job, the employee is regularly required to sit, stand, walk, drive, lift and/or move objects. The employee frequently is required to use hands and fingers to handle or feel; reach with hands and arms; and talk and hear. The employee must regularly lift and/or move up to 20 pounds and occasionally lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, and ability to adjust focus.

While performing the duties of this job, the employee regularly works outdoors and in indoor conditions and regularly works near video screens. The employee is exposed to chemicals, fumes, odors, and gasses, and works with and around machinery having moving parts. The employee is exposed to outside weather conditions, uses a vehicle and occasionally works evenings or on weekends and in low light (morning or night) conditions. The employee will interact with businesses and industries in the service area with varying work environments. The noise level in the work environment is usually minimal. Safety is priority while performing all SVCW work tasks.

SVCW PERKS

- CalPERS Retirement: CalPERS Classic members 2%@60 and PEPRA members 2%@62 retirement.

- Medical Insurance: Fully paid health premiums for employees and dependents (up to the Kaiser rate); cash in lieu option available at \$400 per month.
- Dental and Vision: Fully paid by SVCW for employees and dependents.
- Medical Appointment Leave: 24 hours each Fiscal Year.
- Life Insurance: SVCW pays for basic life insurance up to \$100,000.
- Long-Term Disability Insurance: 2/3rds of salary up to the maximum monthly.
- Short Term Disability program offering up to 90 days of full salary continuation.
- Voluntary Benefits: deferred compensation plans (with Agency annual matching), health savings plans and flexible spending accounts (FSAs).
- Holidays: 9 holidays per year plus 5 floating holidays.
- Vacation: ranging from 10 to 25 days per year based on years of service.
- Work Schedule: This position typically works 40 hours per week, 5 days a week.
- Computer Purchase Loan Program.
- Wellness Program: Access to an array of wellness programs such as massage, fitness and meditation classes through ClassPass, Employee Assistance Program (EAP).

PRE-EMPLOYMENT PROCEDURES

The selection process may include, but is not limited to, an evaluation of the applicant's qualifications, interviews conducted by an appraisal board or departmental personnel, written and/or practical examinations, and reference checks. Any offer of employment is contingent upon the successful completion of all applicable pre-employment requirements, which may include verification of employment and education history, a criminal background investigation, and a pre-employment medical examination and drug screening.

You will be contacted regarding all phases of this recruitment via email, so please check your inbox for correspondence regarding next steps and results through the exam process. Please ensure that the email address on your application is correct and current before submitting your application.

HOW TO APPLY

- Application, Supplemental Questions and Detailed Job Description can be found on the employment page at www.svcw.org
 - Complete an SVCW online employment application.
A resume and cover letter will not be accepted in lieu of the Authority's application form.
 - Complete and upload Supplemental Questions.

Filing Deadline

May 25, 2026, at 4:00 p.m. We encourage qualified applicants to apply now. Applications received after the deadline will be returned.

Application Screening and Panel Interview

Possession of the minimum qualifications does not guarantee an invitation to the next step in the selection process. All candidate materials will be carefully evaluated and only those considered best qualified will be invited to the next step in the selection process.