



Salt Lake County Job Description

Air Pollution Control Specialist

DEPARTMENT: Human Services

JOB CODE: 582 **GRADE:** 014

SALARY PLAN: TRD

SAFETY SENSITIVE: No

DIVISION: Health/2150

FLSA STATUS: Non-Exempt

EFFECTIVE DATE: 12/15/2015

JOB SUMMARY

Enforces compliance with Air Pollution Control laws, regulations and ordinances. Evaluates vehicle inspection and maintenance (I/M) Mechanic competency. Trains Mechanics and staff. Educates the public. Evaluates permits and other applications.

MINIMUM QUALIFICATIONS

Must have two (2) years of related experience; OR an equivalent combination of related education and experience in automotive repair, inspection and maintenance of vehicle emissions systems or air pollution control.

Must be certified through Salt Lake County as an I/M Technician within sixty (60) days of hire.

A valid Driver's License issued by the State of Utah may be required to operate a vehicle.

It is mandatory that all new hires receive the Tdap (Tetanus, Diphtheria & Pertussis) vaccine before beginning employment or provide a copy of their immunization record prior to starting employment.

The immunization record must show the vaccine name and date received.

Upon hire, a two-step Tuberculosis skin test will be required. The first will need to be placed prior to starting employment.

ESSENTIAL FUNCTIONS

The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.

Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.

- Researches and provides technical advice related to air pollution sources and their control to requesting agencies.
- Investigates, monitors for compliance of communities and individuals subject to environmental health laws.
- Prepares evidence and testimony, works with legal counsel and testifies as a witness in noncompliance issues.
- Reviews I/M station test data for accuracy; also determines waiver eligibility.

- Clears analyzer lockouts, investigates complaints involving repair and maintenance issues, and follows up on discrepancies. Contacts, coordinates, and cooperates with and provides assistance to other agencies, departments, municipalities, citizen groups, utilities, and others.
- Prepares, maintains and evaluates required reports, documents and data in a timely manner.
- Assists in planning, implementation and evaluating air pollution control goals.
- Conducts air quality and air pollution studies and research; monitors and measures effectiveness and appropriateness of the air pollution control program,
- Trains and evaluates staff and I/M technicians to ensure job required competencies are up to date.
- Develops and implements public education programs.
- Reviews applications and license referrals related to vehicle I/M testing stations; makes recommendations for approval or denial.
- Assists in preparation for emergencies, and responds to such emergencies as assigned.
- Maintains air pollution control program equipment.

KNOWLEDGE, SKILLS AND ABILITIES (KSA)

Knowledge of:

- Sources and control of air pollution
- Vehicles and vehicle emission control systems and strategies
- Principles of meteorology
- Principles of administration
- Legal enforcement procedures and practices
- Epidemiology and communicable disease control related to environmental health
- Principles, methods and techniques of conducting field and other special investigations in scientific research, including environmental monitoring
- County, department and division policies and procedures, programs, goals, mission, and services
- Federal, state, local, and health department laws related to the I/M program and environmental health
- I/M exhaust analyzers, and other equipment used in I/M testing and air monitoring

Skills and Abilities to:

- Repair, adjust and manipulate a vehicle engine and its emission control system and other parts to perform certain functions and achieve various emission levels
- Effectively apply general principles to specific conditions
- Communicate effectively both orally and in writing
- Establish and maintain effective working relationships with the public and private groups and individuals
- Defend and follow oral and written instructions, policies and procedures
- Work with minimum supervision and act independently when appropriate
- Train and motivate others, and appropriately effect change in ideas and attitudes
- Plan and conduct research
- Operate computer, vehicle emission sampling and testing equipment, and other program related equipment

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

Considerable walking over rough terrain, bending and kneeling, difficult to access places.
May be required to carry bulky equipment necessary for performance of various tasks.
May involve work around hazardous chemicals

IMPORTANT INFORMATION REGARDING THIS POSITION

This position may require additional certifications and trainings depending on the program assignment.

Revised Date/Consultant's Initials: 06/01/2018 MP