

SOUTHWEST CLEAN AIR AGENCY

POSITION DESCRIPTION OUTLINE

DATE: May, 2025

POSITION:
REPORTS TO:

Air Quality Engineer I
Chief Engineer
Operations Manager

DEFINITION OF THE CLASS:

This position is classified as "exempt" in accordance with the Fair Labor Standards Act. This individual is responsible for new source review, Title V permitting, inspection of both major and minor emission sources, emission inventory work, evaluation of compliance, field enforcement, overseeing stack sampling and review of sampling protocols, engineering evaluations as needed to determine compliance status, providing technical assistance to Air Quality Scientists, and special projects as assigned by management.

MINIMUM QUALIFICATIONS (EDUCATION AND EXPERIENCE):

I

Graduate of an accredited university with a Bachelor of Science degree in one of the commonly accepted disciplines in engineering; and,

II

Entry level understanding of industrial operations and mechanical systems involving air pollution control equipment.

KNOWLEDGE, SKILLS AND ABILITIES:

Experience in the area of air pollution control, consulting work or industrial operations is desirable. This individual may be required to have an Engineer-in-Training (EIT) certification. The person filling this position must be able to work with people and have the ability to get results even when facing a situation of adversarial roles. Prior regulatory enforcement and/or public interaction experience is desirable. An understanding of computer software is essential. This background should include word processing, spread sheet and database work. Excellent skills in spelling, punctuation and grammar, general and technical formats, vocabulary, and clerical procedures are required. The individual must have a personality that leads to a pleasant working condition, even when confronted with unpleasant or angry individuals. Neatness in overall appearance is necessary in order to foster the professional image the Agency is seeking.

This individual must be able to travel frequently throughout SWCAA's five county jurisdiction, thus considerable driving is required and the individual must have a valid driver's license. The individual must be able to execute field duties in industrial, commercial, residential, urban and

forest settings, indoors and outdoors. Considerable walking is required, sometimes on irregular terrain or in controlled, confined or potentially hazardous and/or noisy areas where safety equipment is required (i.e., hard hat, ear protection, eye protection and steel toe boots). The individual must be able to climb (stairs, ladders, etc.), kneel, stoop and lift light loads. Good vision and hearing are required as well as the willingness and ability to use appropriate safety gear, including possible respirator fit testing and use.

EXAMPLES OF DUTIES:

Individuals in this position will work closely with industry personnel. He/she will draft, develop and negotiate Order of Approval requirements that will ultimately lead to compliance with state and local air pollution control regulations. For this reason, this individual must stay abreast of new regulation development and be well versed in their requirements. Major and minor source permitting will be conducted under the agency's NSR and Title V programs.

Proposals for new sources of air contaminants, and/or modifications to existing facilities, will be evaluated by this individual. With minimal oversight from the Chief Engineer, he or she will review proposals and evaluate whether they qualify as Best Available Control Technology (BACT). He/she then will make a recommendation based on technical merit and engineering expertise as to the outcome. Appropriate documentation and draft Orders will be completed by this individual.

A thorough understanding of mathematical calculations will be used to complete and update the agency's emissions inventory.

Modeling of air pollution sources will be required.

This individual will conduct inspections of new and existing industrial, commercial and municipal facilities and evaluate compliance, and prepare inspection reports according to a standardized format.

The Engineer I will oversee stack sampling conducted by consulting engineers, review the protocol of sampling methods and make judgements and recommendations as needed. Continuous emissions monitoring reports will be reviewed and recommendations made as to violation follow-ups.

Field Notices of Correction/Field Notices of Violation and Orders will be drafted, issued and followed-up as needed in order to insure compliance and enforcement as appropriate.

Certification as a qualified visual emissions reader must be maintained in order to evaluate compliance status and enforce the visual emissions regulations.

This individual will utilize his/her engineering expertise in providing direction and recommendations to other staff members as needed.

The Engineer I may be called upon to testify before the Washington State Pollution Control Hearings Office, or other judicial bodies, and act as an expert witness in the areas of air pollution control and enforcement actions.

The Engineer I will be called upon to complete special projects assigned by management.