

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

ENVIRONMENTAL PROTECTION TECHNICIAN I

POSITION CODE: 13831

Effective: 10-16-96

DISTINGUISHING FEATURES OF WORK:

Under immediate supervision, performs routine monitoring activities in gathering information to determine compliance with the federal and state's environmental protection laws, rules and regulations; operates field testing equipment; assists higher level technicians and Environmental Protection Associate and Specialists as assigned or required.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Collects environmentally related samples and field information as needed or on a regular basis in order to determine compliance of the State's environmental laws and the agency's rules and regulations.
2. Transports samples for analysis and maintains prescribed chain of custody.
3. Maintains records of samples taken and records of same.
4. Operates and maintains field testing and sampling equipment, such as a camera, Hach field test kit, dissolved oxygen meter and sampler and other equipment as needed.
5. Attends meetings and training sessions as required or assigned to improve operating procedure and to keep up to date on new methods and techniques.
6. Assists higher level technicians, associates and professional staff in collecting samples, conducting inspections of facilities.
7. Presents testimony pertaining to the samples collected at hearings.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

ENVIRONMENTAL PROTECTION TECHNICIAN I (Continued)

DESIRABLE REQUIREMENTS:

Education and Experience

Requires the knowledge, skill and mental development equivalent to the completion of four years of high school.

Knowledges, Skills and Abilities

Requires elementary knowledge of state laws, rules and regulations as related to environmental protection.

Requires elementary knowledge of inspection and investigation procedures and techniques.

Requires ability to establish and maintain good public relations and working relationships with other employees and the general public.

Requires ability to follow oral and written instructions.

Requires ability to write clear and concise reports.

Requires ability to maintain simple records.

Requires ability to learn how to operate field equipment such as a camera, dissolved oxygen testing and sampling equipment, Hach field kit, chloride test kit, etc.

Requires possession of an appropriate valid driver's license.