

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

LAND RECLAMATION SPECIALIST I

POSITION CODE: 23131

Effective: 9-1-15

DISTINGUISHING FEATURES OF WORK:

Under general supervision, assists higher level specialists in reclamation projects; advises mining companies on reclamation projects, and performs moderately complex, technical functions relative to such projects; provides data and program information to supervisor to enable the evaluation of said programs.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Assists and participates in inspection of coal to aggregate extraction operations to ensure compliance with Surface-Mined Land Conservation and Reclamation Act and federal laws.
2. Inspects for water quality standards, property boundary standoff distances and environmental performance standards, removal of appropriate topsoil, slope and vegetation requirements.
3. Assists and participates in collection of data pertaining to affected acreage, areas from which topsoil has been removed, depth of nontoxic cover material on refuse disposal areas, as well as data relative to preparation of environmental and economic impact statements.
4. Maintains record of reclamation reports for each mine.
5. Maintains and prepares correspondence and records pertaining to reclamation laws, landowners, mine operators, other related agencies and the general public.
6. Assists in computing amount of surety bonds required to guarantee reclamation projects; assists in maintaining records of surety bonds and qualified preblasting surveyors; assists in processing and recording preblasting survey requests and reports.
7. Incorporates information into divisional record keeping system.

LAND RECLAMATION SPECIALIST I (Continued)

8. Issues citations and cessations to operators violating the statutes and/or performance standards.
9. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years of college with courses in ecology, agriculture or forestry.

Requires one year of professional experience in the reclamation of lands affected by surface mining, or successful completion of an agency sponsored training program.

Knowledges, Skills and Abilities

Requires working knowledge of reclaiming lands affected by surface mining.

Requires working knowledge of surface mining methods and techniques.

Requires working knowledge of map preparation and interpretation.

Requires working knowledge of soil testing, soil typing, fertilization and adaptable crop and pasture plants.

Requires working knowledge of the methods used for correction of water pollution.

Requires working knowledge of proper record keeping and reporting procedures.

Requires ability to enforce the provisions of the Surface-Mined Land Conservation and Reclamation Act.

Requires ability to plan, coordinate and maintain good surface mine reclamation practices.

Requires ability to prepare reclamation records and reports, other records, and environmental and economic statements.

Requires ability to operate scientific instruments and equipment effectively.

Requires ability to communicate effectively, both orally and in writing.

Requires ability to establish and maintain satisfactory working relationships with fellow workers and mining officials.

Requires possession of an appropriate valid driver's license and the ability to travel.

In addition to English verbal and written skills, candidates may be required to translate, speak and write a language other than English at a colloquial skill level to perform the duties of the position. Some positions may require candidates to possess specific effective communication skills such as, but not limited to, Braille, sign language or another form of manual communication.