TEMPORARY WATER QUALITY PLANNER POSITION

Posting ID: EM17718002

Company: Clark County Water Reclamation

Position Type: Full-Time

College Major(s): Civil Engineering (CEE), Construction Management (CEM)

Company Website: https://www.cleanwaterteam.com

Work Location: Las Vegas, NV

Salary:

College Level(s): Undergraduate-Senior, Graduate Student, PhD. Student

OVERVIEW

Clark County Water Reclamation District is recruiting candidates for temporary positions to perform water quality responsibilities, to conduct industrial and new construction storm water inspections as per requirements of the Clark County MS4 Permit. We are hiring two positions for the Clark County Water Quality Program. Students will be involved with industrial and construction inspection site inventory, storm water inspections and public outreach.

Roles and Responsibilities

1. Use standard office equipment, including a computer, in the course of the work
2. Should be proficient with Microsoft Office, Word, Excel, PowerPoint, Visio and Adobe Pro
3. Review and prepare reports.
4. Familiar with the use of internet and GIS mapping software
5. Technical writing
6. Public Speaking
7. Interpret, explain and enforce provisions of County codes, applicable laws and regulations, and other policies
8. Address telephone and email inquiries regarding County and local governmental ordinances
9. Prepare a variety of written communications, including emails, correspondence, etc.
10. Conduct field investigations and inspections
11. Prepare and provide PowerPoint presentation
12. Attend outreach and education events
13. Answers questions and provides information and assistance to the public in person, telephone or in writing.
14. Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.

Education and Qualifications
Education and Experience:
A minimum combination of four years of work experience and/or college course work preferably in city, regional, environmental, transportation, planning or engineering fields is preferred.

Preferred Skills
Mobility to work in a typical office setting, use standard office equipment, and to drive a motor vehicle or arrange for transportation in order to attend meetings and inspect development sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

How to Apply
Submit a cover letter and one page resume to lhogan@cleanwaterteam.com or mail to Lisa Hogan, Clark County Water Reclamation District, 5857 East Flamingo Road, Las Vegas, NV 89122