



Regulatory Inspector – 2 Positions Available

Req ID 804 - 1 regular part-time position.

Hour of Work: Up to 35 hours bi-weekly

Rate of Pay: \$42.97 - \$48.72 per hour

Req ID 805 - 1 auxiliary (18-month term) position.

Hours of Work: Up to 70 hours bi-weekly

Rate of Pay: \$42.97 - \$48.72 per hour plus 14% in lieu of benefits

Summary

This position carries out inspection of industrial, commercial and institutional sites, management and enforcement of regulatory requirements (codes of practice, permits and authorizations). The position provides specialist, technical, outreach and research services to the Regional Source Control program (RSCP) and other Environmental Protection programs. This position also provides support to other outreach, scientific and regulatory programs within the Parks and Environmental Services Department.

Key Duties & Responsibilities

- Inspects industrial, commercial and institutional (ICI) sites, investigates new, or unregulated, businesses and liaises with site owners, managers, and operators regarding bylaw compliance.
- Interprets and provides advice and recommendations on permits, codes of practice and authorizations while working with diverse businesses and ICI operations.
- Prepares, amends and manages waste discharge permits, codes of practice and authorizations.
- Initiates investigations regarding permit, authorization and code of practice compliance and undertakes enforcement policy actions including making referrals to CRD Bylaw enforcement, obtaining evidence to support legal action and presenting evidence in court when required.
- Prioritizes and schedules inspections to meet program targets.
- Evaluates waste discharge proposals, engineering drawings and other information and provides information and feedback regarding bylaw compliance.
- Investigates complaints and reports regarding discharges of contaminants into CRD collection systems and treatment facilities.
- Assesses the practical application of bylaw requirements and recommends appropriate amendments.

- Provides audit and/or reporting services to, and coordinates inspections with other programs including Cross Connection and Control, Demand Management program and the Stormwater Harbours and Watersheds program.
- Provides recommendations and guidance to business owners, operators, managers, and contractors regarding bylaw compliance.
- Performs spreadsheet preparation, contaminant load calculations, data entry and record keeping.
- Prepares correspondence, compliance letters and writes technical and other reports.
- Analyzes and evaluates ICI water use, wastewater and compliance data and performs quality assurance checks.
- Enters data into a compliance database and carries out record extraction, quality assurance checks, reporting, statistical interpretation, inspection planning and liaison with the Information Technology department regarding database requirements.
- Works proactively with stakeholders, including local and senior government, to share information, coordinate site visits and achieve multi-jurisdictional compliance.
- Researches developments in ICI waste management practices and waste treatment technologies.
- Provides technical services to other Parks and Environmental Services projects or programs as required, including inspections, outreach, research, preparation of reports and program information.
- Initiates and facilitates stakeholder involvement and input regarding proposed amendments to the sewer use bylaw.
- Participates in the development and implementation of outreach initiatives that build partnerships and educate clients regarding program, division and department goals
- Provides work guidance and direction regarding sampling support, data interpretation and reporting.
- Follows all policies, procedures and standards of the CRD.
- Performs other related duties as required.

Key Skills & Abilities

- Excellent communication (verbal and written), interpersonal and customer service skills are required.
- Experience working with owners, managers and operators of businesses/institutions, municipal staff and members of the general public regarding environmental regulations, source control, cross-connection control, demand management and environmental education.
- Experience in securing facts through investigation, inspection and research
- Experience with interpretation of chemical analytical data
- Experience in directing the work of technical staff
- Working knowledge of environmental regulations at the federal, provincial, regional and municipal level
- Ability to interpret and explain regulations, policies and bylaws applicable to source control, cross connection control and demand management

- Sound knowledge of municipal water and wastewater infrastructure, common liquid waste contaminants, pollution prevention techniques, wastewater pre-treatment methods, sampling, analytical techniques and safety procedures.
- Proficiency and experience with word processing (MS Word), spreadsheet (MS Excel), presentation (MS PowerPoint), database (MS Access) and website software.
- Excellent organizational skills
- Ability to establish and maintain constructive working relationships and deal tactfully, firmly and fairly with representatives of businesses, institutions and the public.
- Experience in the preparation of clear, concise technical reports
- Ability to work as part of a team, respond to broad direction, use initiative and innovation, use sound professional judgement and produce results with a minimum of supervision.
- Ability to use considerable independence of judgment and action in applying technical knowledge and environmental regulations is required.

Qualifications

- Degree in a related discipline
- A minimum of 5 years' directly related experience
- An equivalent combination of education and experience

Certifications

- Valid BC Driver's License

APPLICATIONS

Closing Date: This position will remain open until filled

To apply for this exciting opportunity, please **go to www.crd.bc.ca and click on Careers** to submit your resume and covering letter online. We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible.

The Capital Regional District wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.