

**CLASS TITLE: ADMINISTRATOR, OFFICE OF STORMWATER  
MANAGEMENT (DOT)**

Class Code: 02773000  
Pay Grade: 47A  
EO Code: A

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** Within the Department of Transportation, to be responsible for the administration, development, implementation and management of the transportation component of the State's ten year stormwater management plan and program protecting the water resources of the State, inclusive of surface water, groundwater and freshwater wetlands, and marine resources; to oversee the department's compliance with federal and state water quality standards for permitting and compliance requirements and judicial orders; to be responsible for delivering the transportation component construction projects for the State's Stormwater Program within scope, on schedule, within budget and to the highest quality; to monitor, assess and periodically report on the department's water resource protection activities and projects to federal, state, legislative and community officials; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the administrative direction of the Chief Operating Officer with considerable latitude for the exercise of independent judgement; work is reviewed for conformance to laws, rules, regulations, and departmental policies and objectives.

**SUPERVISION EXERCISED:** Plans, organizes, directs, coordinates, and evaluates the work of professional, non-professional, technical, clerical and other employees.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

Within the Department of Transportation, to be responsible for the administration, development, implementation and management of the transportation component of the State's ten year stormwater management plan and program protecting the water resources of the State, inclusive of surface water, groundwater and freshwater wetlands, and marine resources; to oversee the department's compliance with federal and state water quality standards for permitting and compliance requirements and judicial orders; to be responsible for delivering the transportation component construction projects for the State's Stormwater Control Program within scope, on schedule, within budget and to the highest quality; and to monitor, assess and periodically report on the department's water resource protection activities and projects to federal, state, legislative and community officials.

To administer, develop and implement departmental policies and procedures for conformance to state laws, rules and regulations for water quality.

To coordinate the stormwater management program activities with other programs of the US Environmental Protection Agency and the Department of Environmental Management in order to improve other environmental protection programs of the State.

To evaluate present programs and functions as to their effectiveness, efficiency and progress.

To supervise the department's program actions and other water resource protection activities for conformance with Department of Environmental Management policies, federal and State laws, rules, regulations, and applicable Court Orders.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of the Rhode Island General Laws, Rules and Regulations administered and enforced by the Department of Environmental Management relative to the environmental protection programs concerning stormwater management and the water resources of the state; a thorough knowledge of the principles and practices of environmental engineering and the ability to apply such knowledge with conformance to federal and State laws, rules and regulations, in the administration and coordination of the programs previously described; the ability to coordinate program activities for efficient and consistent application and enforcement of applicable laws, rules and regulations; the ability to evaluate the work of a staff of professional, technical, clerical and other personnel engaged in providing effective services in said environmental protection programs; the ability to establish and maintain effective working relationships with other staff members of the Department, other federal and state agencies, the Legislature, community organizations, business enterprises and the public; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from a college of recognized standing with specialization in transportation engineering, civil engineering or environmental engineering; and

Experience: Such as may have been gained through: extensive employment in a highly responsible administrative civil engineering capacity in Highway Engineering, Planning, Construction and/or Environmental Engineering.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

**SPECIAL REQUIREMENT:** At the time of appointment must possess a certificate of a registered Professional Engineer issued by the Rhode island State Board of Registration for Professional Engineers and must maintain such certificate as a condition of employment.

Class Created: February 21, 2016