

**CLASS TITLE: ASSISTANT DIRECTOR FOR AIR,
WASTE AND COMPLIANCE
(DEM)**

Class Code: 02517600

Pay Grade: 40A

EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To be responsible for the administration of statewide programs governing the areas of air resources and waste management involving permitting, standard monitoring and assessment, technical assistance and other resource protection activities. Also, to be responsible for the administration and regulations of the environmental protection areas of compliance and inspection, technical and customer assistance, pollution preventing; and to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of the Associate Director of Environmental Protection (DEM) of the department of Environmental Management with considerable latitude for the exercise of independent judgement; work is reviewed the for application of accepted professional principles, methods and techniques, and 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 staff employees.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for the administration and regulation of environmental protection programs governing the areas of air resources, waste management, compliance and inspection, and technical and customer assistance.

To assist the Associate Director for Environmental Protection in the formulation of policies and procedures for conformance to state laws, rules and regulations.

To attend meetings and conferences relating to the above programs and involving federal, state and local officials, professionals, involved individuals and the public.

To coordinate program activities with other programs of Department of Environmental Management in order to improve the environmental protection programs of the State.

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

To supervise the permitting actions and other resource protection activities for conformance with Department policies, State laws, rules and regulations, and Court Orders.

To supervise the technical assistance, pre-application, small business assistance and pollution prevention activities.

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 relative to the environmental protection programs concerning the air and land 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 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 agencies, 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 sanitary engineering, civil engineering with sanitary option, chemical engineering, or an applied science; and advanced study at the graduate level in sanitary engineering, public health, public or business administration or the field of law; and

Experience: Such as may have been gained through: employment in a position with the responsibility for administering a federal or state regulatory program in sanitary engineering, environmental health, or an allied field or public health in an environmental protection agency.

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

SPECIAL DELIVERY: 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 certification as a condition of employment.

Class Revised: September 27, 1998

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