

CLASS TITLE: ENVIRONMENTAL CHEMIST

PURPOSE OF THE CLASSIFICATION: Under direction is responsible for performing and reviewing complex scientific and technical work involving chemical, physical and biological testing and analyses; and performs other related assigned duties.

ESSENTIAL TASKS:

- Performs analyses and reviews data to ensure the quality of data meets the Environmental Protection Agency requirements
- Utilizes and troubleshoots instrumentation testing procedures, including gas chromatography, mass spectroscopy, specific ion analysis, atomic absorption (graphite) spectroscopy, inductive coupled plasma spectroscopy, total organic carbon analysis, and other procedures as necessary for the micro-quantitative detection stipulated by federal, state or local government agencies
- Performs independent studies on process improvements, water distribution quality, wastewater collection system analyses and raw water seasonal variations
- Conducts and/or oversees the initial set-up of new instrumentation, including SOP development, MDL studies, technician training, preventative maintenance schedules and final quality control check-out
- Calibrates and maintains technical laboratory equipment
- Trains, evaluates, and directs subordinate employees
- Orders and maintains supply inventory, recommending future laboratory needs
- Maintains records and provides verbal and written reports
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with a bachelor's degree in chemistry, microbiology, or related scientific field with three (3) years of experience involving environmental testing instrumentation and testing procedures, including one (1) year of troubleshooting and maintenance of specialized laboratory equipment; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities and Skills: Considerable knowledge of the procedures, equipment, and technology of specialized instrumentation; considerable knowledge of theories, principles, and practices of inorganic and organic chemistry and bacteriology; considerable knowledge of qualitative and quantitative chemical analysis; and considerable knowledge of federal, state, and local regulations pertaining to water, wastewater, and environmental standards. Ability to prepare reports and maintain records; ability to train and advise subordinates; ability to perform administrative tasks; ability to communicate effectively both verbally and in writing; and the ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization, and the public in giving and receiving information.

Physical Requirements: Physical requirements include arm and hand dexterity enough to use a keyboard and telephone; occasional lifting and carrying up to 10 pounds; may be subject to walking, standing, sitting, reaching, bending, kneeling, handling, and climbing; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of an Oklahoma Class "D" Operator's License; some positions within this classification will be required to obtain an applicable Water/Wastewater license as issued by the Department of Environmental Quality (DEQ).

WORKING ENVIRONMENT: Working environment is primarily indoors in a laboratory setting and may be exposed to hazardous materials.

Class Code: 2521

EEO Code: N-02

Pay Code: ST-39

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Group: Cultural, Legal & Sciences
Series: Sciences

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