



Title: Environmental Chemist

FLSA STATUS: Exempt

SUPERVISION RECEIVED AND EXERCISED:

Receives direction from Environmental Compliance Supervisor
This is a non-supervisory job classification.

MINIMUM QUALIFICATIONS

- **Education:** Bachelor's degree from an accredited college or university with major course work in microbiology and/or chemistry.
- **Experience:** Minimum of two years experience in a related field. Requires broad knowledge of complex systems and procedures.
- **Licenses/Certifications/Special Requirements:** One (1) Arizona Department of Environmental Quality (ADEQ) Grade II Certification any discipline within twelve months of hire, or one (1) Association of Boards of Certification (ABC) Class II Laboratory Analyst Certification in either category within twelve months of hire.

PREFERRED/DESIRABLE QUALIFICATION(s):

- Experience in a municipal or government setting.

JOB SUMMARY

The purpose of this position is to perform analytical chemist and microbiological laboratory duties primarily associated with testing water and wastewater before and after treatment. This is accomplished by performing routine and complex laboratory tasks, collecting and analyzing samples, preparing solutions, maintaining laboratory facilities and equipment, calibrating and operating analytical equipment, performing quality assurance and quality control on analytical work, and keeping thorough records. Other duties may include method development, the analysis of other types of environmental samples and completing related tasks as assigned.



ESSENTIAL FUNCTIONS

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position.

#	Essential Functions
1	Analyzes water and wastewater for a variety of microbiological, physical, and chemical constituents for regulatory compliance and process control. Identifies microbiological organisms found within water and wastewater.
2	Operates and maintains analytical instrumentation according to federal, state, county rules and regulations; maintains equipment inventory records.
3	Performs or assists with sample collection activities, prepares samples for analysis, ensures that chain of custody and sample integrity is maintained.
4	Researches new instrumentation/technology to recommend the most efficient and cost effective methods following recognized EPA/Standard Methods requirements. Performs method development for new and additional analytical procedures. Performs laboratory quality assurance and quality control.
5	Prepares chemical reagents; calibrates equipment used for testing.
6	Maintains accurate records including sample logs, equipment logs, media records, and chemical and material inventory.
7	Maintains laboratory supplies; orders supplies following City purchasing policies.
8	Provides oversight and training as necessary to new staff and to temporary or outside laboratory technicians and/or assistants.



PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Physical strength for this position is indicated below with "X"					
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.					
Sedentary	Light	X	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.		Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

Work Environment for this position is indicated below with "X"				
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.				
Office	Outdoors	X	Vehicle	Office and Field/ Plant/ Warehouse
Position is typically office or administrative work and is not substantially exposed to adverse environmental conditions.	Incumbents may be subjected to extreme temperatures, wetness/humidity, respiratory hazards and noise and vibration.		Incumbents may be subjected to moving mechanical parts, vibrations, fumes, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.	The work will occur in an office and field environment. While performing the duties and responsibilities the employee maybe exposed to loud noise, noxious odors, unsanitary conditions, chemicals, electricity, moving mechanical parts, varying weather conditions, and other related conditions and situations. Position is subject to atmospheric conditions: Fumes, odors, dust, mists, gases or poor ventilation

MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:

Standard office equipment, Microsoft Office, and lab specific software. Metrohm ion chromatographs, UV/VIS Spectrophotometer, pH meter, turbidmeter, autoclave, microscope, water bath, incubators, chlorine meters, Trace Detect arsenic analyzer, total organic carbon (TOC) analyzer, reverse osmosis water system, Ultra-Pure water system, centrifuge, precision refrigerators and freezers, analytical balances, Quantitray thermal sealer, thermometers, dri-bath heater block, pipettes, autopipettors, fume hoods, automsampler, telephone, fax machine, copier and various light trucks and SUVs.

PROTECTIVE EQUIPMENT REQUIRED:

Nitrile Gloves, leather gloves, Laboratory coats, safety footwear, hard hats, reflective vest, fume hood, and safety glasses.