

HYDROGEOLOGY MANAGER

Job Code	Pay Grade
17516	SM5a

Nature of Work

This is highly responsible professional, managerial, technical and scientific work managing the Utilities Hydrogeologic projects, well-field management, water reuse and deep well injection programs. Work involves planning, directing and reviewing the work of professional, skilled specialists, and clerical staff who monitor and operate the county's well-fields, deep well injection, and reclaimed water systems. Duties also include responsibility for managing the hydrogeologic database and solute transport modeling for well-fields, the wellhead protection program and well renovation program, including the saltwater intrusion monitoring program. Work is performed under the general supervision and is reviewed through conferences, study of reports submitted, and the overall operation of all hydrogeologic projects. The position reports to the Director of Utilities Operations or designee.

Minimum Qualification Requirements

- Bachelors degree in geology, hydrology, oceanography or a related discipline and 5 years experience in geological aspects of surface and ground water hydrology that includes project management and 2 years of computer experience with data management and data reporting plus supervisory experience or training; or
- Master's degree and 3 years experience as described above; or
- An equivalent combination of education, training, and/or experience.

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Must obtain and maintain a State of Florida, Professional Geologist license, within 1 year of appointment.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Plans, directs, assigns and manages all hydrogeologic tasks within the Utilities Operations Department.
- Coordinates the design, well construction, operation, and monitoring of the county's well-fields, deep well injection, and reuse programs.
- Administers contracts for construction, modification and abandonment of public supply, injection, and monitoring wells, including the bid process (contract pre-construction conference), project inspection, payment request review/approvals, project closeout, change order preparation and processing.
- Prepares and reviews drawings and specifications for construction, modification and abandonment of public supply, injection, and monitor wells, implements programs to ensure compliance with state/federal regulations including development of test programs to research unexpected hydrogeologic responses.
- Prepares and reviews required permit applications (FDER, USEPA, SWFWMD) for the public supply well-fields and deep well injection systems; as well as monitors well installations, modification or abandonment, and reuse irrigation sites or sludge disposal sites.
- Prepares and reviews hydrogeologic reports for evaluation of potential reuse irrigation sites and evaluates the effects of applying reclaimed water on the ground water and surface water systems.

HYDROGEOLOGY MANAGER (continued)

Job Code	Pay Grade
17516	SM5a

Illustrative Tasks (continued)

- Prepares and reviews hydrogeologic reports associated with the ground water withdrawals from the county's and West Coast Regional Water Supply Authority's (WCRWSA) well-fields and evaluates the effects from these withdrawals.
- Develops, directs and manages the county's well-field protection, renovation and management program; including the management of the solute transport model for the well-fields.
- Manages the private well mitigation program for the county's well-fields, including investigating complaints and resolving well problems as required by regulatory agencies.
- Provides technical evaluations and recommendations to the Utilities Director on water supply issues associated with SWFWMD and other regulatory agencies as well as projects with the West Coast Water Supply Authority.
- Signs and seals plans, specifications applications, certifications and other documents as Professional Geologist for hydrogeological projects under the supervision of this position.
- Prepares annual budget recommendations for department hydrogeologic and reuse project requirements.
- Participates in state/federal rule making process as it relates to Water, Sewer and Solid Waste activities.
- Participates and represents Utilities department on special committees and task forces.
- Manages and evaluates U.S. Geologic Survey (USGS) cooperative project information and update Utilities and department directors as necessary to address critical issues.
- Maintains liaison with customers at reuse sites and with plant superintendents to ensure irrigation activities are being properly managed.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of the principles and practices of hydrogeology and ground water pollution control with special emphasis on public supply well-field management, deep well injection, and reuse spray irrigation systems.
- Knowledge of analytical and numerical ground water models.
- Knowledge of well drilling techniques and design of public supply, injection, and monitor well systems. Water well contractor's license desirable.
- Knowledge of the laws, rules, and regulations governing well construction, ground water and surface water monitoring, public supply, deep well injection and reclaimed water reuse activities.
- Knowledge of the operating characteristics, capabilities and limitations of electronic computer equipment, including the ability to code and manipulate computer generated data.
- Knowledge of the laws, rules and regulations governing contract procedures of county government.
- Ability to apply computer applications and software.
- Ability to analyze complex hydrogeologic systems and develop programs to solve water resource problems.
- Ability to design and manage water resource investigations.
- Ability to interpret and evaluate hydrologic data including the design and analysis of aquifer tests, borehole geophysical logs, water quality, lithology, and core data.
- Ability to organize, plan, and direct the work of a staff of professional, skilled specialists, and clerical employees and maintain an effective working relationship with the staff, other departments, consultants, contractors, and the general public.
- Effective written and verbal skills are necessary to prepare technical reports, make presentation to regulatory agencies, and other technical and non-technical groups.

For official use only

Revised	EEOC Code	Overtime Code
7/10	Professionals	Exempt