



**COUNTY OF SANTA BARBARA  
INVITES APPLICATIONS FOR THE POSITION OF:**

**Hazardous Materials Specialist, Senior**

*An Equal Opportunity Employer*

**SALARY**

Salary: See Position Description

**OPENING DATE:** 07/09/18

**CLOSING DATE:** 07/23/18

**THE POSITION**



**Hazardous Materials Specialist, Senior Salary:** \$35.49-\$43.33 hourly **plus** \$230.24 biweekly unit cash allowance.

The Public Health Department is accepting applications to fill one (1) full-time **Hazardous Materials Specialist, Senior** position in **Santa Barbara** with the **Hazardous Materials CUPA unit**.

**NOTE:** We are also accepting applications to establish an employment list for future Full-Time, Part-time, Extra Help and 1414\* vacancies for **Hazardous Materialist Specialist Senior** in **Santa Barbara and Santa Maria**.

\*1414 vacancies may occur as a result of a leave of absence (Civil Service Rule 1414) and the duration of the appointment shall be subject to the return of the individual who is on leave. A person who is appointed to a position under Civil Service Rule 1414 **may** be able to transition into a regular position in the classification without re-application or re-testing, depending on the performance of the appointee and the needs of the department.

**Please select** which **location(s)** you would like to be considered for currently and for future vacancies. If you qualify for this position and pass the required selection steps, then your name will be sent to the hiring manager(s) of the vacancy location(s) where you have expressed that you are willing to work.

The **Certified Unified Program Agency (CUPA)** regulates businesses that handle hazardous materials, generate or treat hazardous waste or operate aboveground or underground storage tanks. The primary goal of the CUPA Program is to protect public health and the environment by promoting compliance with applicable laws and regulations. The CUPA program oversees and regulates businesses and other entities that use or store hazardous materials or generate hazardous wastes. These businesses include obvious types such as automotive repair and metal

plating shops as well as less obvious: dentists, wineries, and refineries. There are about 2200 regulated facilities in Santa Barbara County. [Click here](#) to find out more about the services provided by the Hazardous Materials program.

**About the position:** Under general supervision, coordinates and conducts more difficult inspection and investigations in the enforcement of hazardous materials regulations; serves as on-site emergency coordinator at major chemical spill sites; and performs related duties as required.

**The IDEAL CANDIDATE will:**

- Have the experience, knowledge and the ability to review and approve underground storage tank (UST) plans and to perform construction inspections in a lead capacity on installations, repairs, modifications and upgrades to UST systems.
- Have experience, knowledge and the ability to conduct file reviews and inspections in a lead capacity at facilities engaged in the treatment of hazardous waste (Tiered Permit Program).
- Have experience, knowledge and the ability to perform all aspects of inspections of CAL-ARP designated facilities.
- Be a proficient user of Microsoft Word, Excel, Outlook and Office Communicator.
- Possess outstanding oral and written communication skills and the ability to interact with all levels of internal and external customers.
- Have demonstrated the ability to work independently, organize and prioritize work and meet critical deadlines.

[Click here](#) to learn more about the County of Santa Barbara Public Health Department. Visit the Public Health Department's



and



**EXAMPLES OF DUTIES**

1. Coordinates and conducts the more difficult, complex regulatory oversight of facilities that are permitted as hazardous waste generators, underground storage tanks, and hazardous materials establishments involving a multitude of industrial processes, a large number of substances, and new or unknown substances.
2. Coordinates and conducts the more difficult hazardous materials investigations of abandoned dump sites, illegal dumping, tank leakages, chemical incidents, and major or repeated violations; provides information to the enforcing agency, such as the District Attorney or County Counsel for prosecution of violators of hazardous materials regulations, as stated in the Department's Enforcement Procedures.
3. Shall fill various Incident Command System (ICS) positions in emergencies and in training, as appropriate.
4. Coordinates specialized services such as contingency planning, emergency response planning, emergency unit van response, laboratory contracting and equipment acquisition.

5. May review/conduct risk assessments based on approved industry and regulatory standards, associated with potential/actual exposures to hazardous substances, to determine if human and/or environmental health has been impacted.
6. Assists in the training of staff and the development of procedures and policies affecting the division.

### **EMPLOYMENT STANDARDS**

Possession of a bachelor's degree in environmental science, physical, physical science, environmental or chemical engineering, biology, industrial hygiene, public health, chemistry, geology, or a related field, **AND:**

1. Two (2) years of professional experience in hazardous materials management, industrial hygiene, or toxicology; **Or,**
2. One (1) year as a Hazardous Materials Specialist II with Santa Barbara County; **Or,**
3. A combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities.

### **Additional Requirements:**

- A valid California Class C Driver's License
- A current OSHA Hazardous Waste Worker Operational Certification are required by time of appointment.

**Knowledge of:** current practices in fields of engineering, environmental science and public health as they relate to hazardous materials management; water quality, liquid and solid waste management; underground tank technology; industrial hygiene; chemistry and laboratory techniques to identify hazardous materials and epidemiological hazards; State and federal laws (including the Uniform Fire Code, California Health and Safety Code, and associated regulations) applicable to hazardous materials management, hazardous waste storage, pollution prevention, and underground storage tanks; computer and mathematical modeling; emergency response procedures including the Incident Command System; rules of evidence; investigation, regulatory oversight and environmental sampling techniques and standards; industrial processes and remediation techniques; resource recovery techniques; geohydrologic and chemical principles; toxicology; personal protection, risk assessment, and mitigation principles; evidence gathering and prosecutorial practices; principles of incident command and responsibilities of emergency responders and details of providing chemical incident response services.

**Ability to:** read and interpret: blue prints and engineering drawings and specifications for proper construction of monitoring wells, underground storage tanks, process flow designs for facilities regulated within the CUPA and other related projects; coordinate enforcement and emergency response efforts within this and other agencies; gather evidence, statements from suspects and witnesses, environmental media samples, analytical data and photographs and accurately testify in court as an expert witness; analyze inspection and investigative findings on hazardous materials issues and prepare clear, concise reports and recommendations;

perform/review risk assessments based on approved industry and regulatory standards, associated with potential/actual exposures to hazardous substances, to determine if human and/or environmental health has been impacted, and to be able to explain this interpretation to the public, industry and interested parties; rapidly analyze information and make quick and accurate decisions in emergency situations; interpret complex legislative documents; plan and coordinate field investigations and major emergency incidents; evaluate effectiveness of field work and recommend changes in operations; sample and conduct field analysis of solid, liquid, and gaseous materials and interpret results; assess the potential and/or actual risk associated with hazardous conditions, interpret findings and make appropriate recommendations; educate staff and the public on appropriate hazardous material practices; write accurate and concise technical reports; work cooperatively with co-workers and the public and interested parties; organize and prioritize workload; establish and maintain effective working relationships with business representatives, community groups, other agencies, staff, and the public; communicate effectively in oral and written form.

### **SUPPLEMENTAL INFORMATION**

#### **APPLICATION & SELECTION PROCESS:**

1. **Review applications and supplemental questionnaire:** Applications will be reviewed to identify those candidates who meet the employment standards.
2. **Supplemental Questionnaire Ranking:** Responses to the required supplemental questionnaire will be evaluated and scored. Candidates' final score and rank on the eligibility list will be determined by their responses to the supplemental questionnaire. This process may be eliminated if there are fewer than 11 qualified candidates.

Candidates must receive a percentage score of at least 70 on the supplemental questionnaire to be placed on an employment list. An adjustment may be made to raw scores based on factors listed in Civil Service Rule VI. Those candidates who are successful in the selection process will have their names placed on the employment list for a minimum of three months. At the time the employment list is established, all candidates will receive written notice of their score on the exam(s), rank on the employment list, and exact duration of the employment list.

Once a conditional offer of employment has been made, the selected candidate will be required to successfully complete a background check, which includes a conviction history check, and satisfactory reference checks.

Appointee will be subject to a post-offer medical examination.

Appointee must also satisfactorily complete a (12) twelve month probationary period.

**REASONABLE ACCOMMODATIONS:** The County of Santa Barbara is committed to providing reasonable accommodation to applicants. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the recruiter listed on the job posting. We require verification of needed accommodation from a professional source, such as a doctor, or learning institution.

**Recruiters will correspond with applicants by e-mail** during each step in the recruitment process. Applicants are reminded to **check spam filters continuously during the Recruitment & Selection Process steps listed above to ensure** they do not miss required

deadlines. The County of Santa Barbara will not release any applicant's email address to a third party.

**APPLICATION AND SUPPLEMENTAL QUESTIONNAIRE DEADLINE: July 23, 2018 at 5 pm PST.**

Applications and job bulletins can be obtained 24 hours a day at [www.sbcountyjobs.com](http://www.sbcountyjobs.com). In Santa Barbara, applications and job bulletins may be obtained at the Human Resources Department, 1226 Anacapa Street, Santa Barbara, CA, 93101, from 8:00 am to 5:00 pm. In Santa Maria, applications and job bulletins can be obtained online only at the Workforce Resource Center located at 1410 S. Broadway, Santa Maria, CA 93454, from 8:00 am to 5:00 pm.

**RESOURCES FOR APPLICANTS TO USE COMPUTERS LOCALLY:**

Applicants may use county computers at the Workforce Resource Centers to complete online applications and assessments at the following Santa Barbara County locations:

**Workforce Resource Center - Santa Barbara,**  
130 E. Ortega St., Santa Barbara, CA 93101  
Phone: 805-568-1296

**Workforce Resource Center- Santa Maria,**  
1410 S. Broadway, Santa Maria, CA 93454  
Phone: 805-614-1550

*The County of Santa Barbara respects and values a diverse workforce and strongly promotes strategies and activities to recruit, develop and retain qualified persons of varied backgrounds, lifestyles, experiences and races.*

**Jaclyn Smith, Recruiter**

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<https://www.governmentjobs.com/careers/sbcounty>

OR

1226 Anacapa Street  
Santa Barbara, CA 93101

EXAM #18-3871-01 (O)

HAZARDOUS MATERIALS SPECIALIST, SENIOR  
JS

**Hazardous Materials Specialist, Senior Supplemental Questionnaire**

- \* 1. I acknowledge that it is my responsibility as an applicant to provide sufficient information on my application to demonstrate that my education and experience meets the employment standards (minimum qualifications) for this position as detailed in the job bulletin. I further acknowledge that if the County determines that I do not meet the employment standards there will be no opportunity for me to provide additional information regarding my application after the closing date listed on the job bulletin. Therefore, I understand that before submitting a job application, it is important that I review the job bulletin thoroughly and ensure that my application clearly reflects how my education and experience meets the employment standards at the time I submit my application.  
 I understand.
- \* 2. As part of the application process, a completed supplemental questionnaire must be submitted along with the standard application form. Resumes will be accepted, but NOT in lieu of a completed application and supplemental questionnaire.

- I understand.
- \* 3. The Human Resources Department communicates with All Applicants through e-mail. Please make sure your email address is entered correctly and it is current. If you feel you are not receiving your emails, please check your spam or junk inbox for our emails.
- I understand
- \* 4. There is one (1) vacancy for the position. The location of this vacancy is in Santa Barbara; however, the Department is accepting applications to establish a list for future full-time, part-time, extra help and 1414 vacancies in Santa Maria and Santa Barbara. Please make sure you check the proper location and work schedule on your application that you want to be considered for.
- I understand
- \* 5. REMINDER: Your application must CLEARLY state how you meet the employment standards for this position or you will not be considered for this position. If you are unsure, go back and review your application before continuing. Which Employment Standard did you clearly state on your application? I possess a bachelor's degree in environmental science, physical science, environmental or chemical engineering, biology, industrial hygiene, public health, chemistry, geology, or a related field, AND
- Two (2) years of professional experience in hazardous materials management, industrial hygiene, or toxicology.
- One (1) year as a Hazardous Materials Specialist II with Santa Barbara County.
- A combination of training, education and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities.
- I do not meet the employment standards for this position.
6. If you selected 'A combination of training, education, and experience that is equivalent to one of the employment standards listed...' for the preceding supplemental question, then please describe in detail your combined training, education, and experience that qualifies you for this position.
- \* 7. A valid California Class C Driver's License is required.
- I understand
- \* 8. A current OSHA Hazardous Waste Worker Operational certification is required by time of appointment.
- I understand
- \* 9. Do you possess a current and valid Hazardous Waste Worker Operational certification? NOTE: If you possess a valid and current certification, please provide the certificate number in the Certificate/License section of your application. In addition, attach your certification to your application.
- Yes, I possess a current and valid Hazardous Waste Worker Operational certification.
- No, I do not possess a Hazardous Waste Worker Operational certification.
- \* 10. I understand my responses to the following supplemental questions will be used as a weighed, scored selection device that will determine my ranking on the employment list for this job. **Do not enter "see resume" or "see application" as raters will not have access to any information except what you enter in the box for each question.** For information on protest procedures for the supplemental questionnaire, please see Civil Service Rules 612 and 613: <http://cosb.countyofsb.org/hr/csrules.aspx>
- I understand.

- \* 11. Please indicate the number of years of experience you possess reviewing and approving underground storage (UST) plans. This experience should include performing construction inspections in a lead capacity on installations, repairs modifications and upgrades to UST systems.
- Five or more years of experience
  - Two to five years of experience
  - Less than two years of experience
  - I do not have this type of experience.
- \* 12. Please indicate the number of years of experience you possess conducting file reviews and inspections, in a lead capacity, at facilities engaged in the treatment of hazardous waste (Tiered Permit Program).
- Five or more years of experience
  - Two to five years of experience
  - Less than two years of experience
  - I do not have this type of experience.
- \* 13. Please indicate the number of years of experience you possess performing all aspects of inspections on CAL-ARP designated facilities.
- Five or more years of experience
  - Two to five years of experience
  - Less than two years of experience
  - I do not have this type of experience.
- \* 14. Please identify the duties you have performed in a regulatory capacity.
- Provide program information that included explaining complex rules and regulations.
  - Conducted inspections to ensure compliance with rules and regulations.
  - Prepared technical reports of regulatory compliance inspections.
  - Issued violation notices and corrective action plans, including performing corrective action plan follow-up inspections.
  - Communicated with State and Federal agencies regarding regulatory program requirements.
  - Educated the public or other stakeholders regarding the enforcement of rules and regulations.
  - I do not have experience performing any of the duties listed above.
- \* Required Question