

Job Class Profile: Water Resources Technician II**Pay Level: CG-30 Point Band: 676-689**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	5	4	3	5	4	4	4	1	3	
Points	233	67	19	24	120	87	83	21	32	686

JOB SUMMARY

The Water Resources Technician II assesses hydrologic and hydraulic design, construction methods and their potential impact on water quality and the environment.

Key and Periodic Activities:

- Prepares and issues permits for projects requiring approval under the Water Resources Act, such as culverts and bridges and any work that occurs within certain proximity of a body of water in the province.
- Evaluates, reviews and assesses applications for their feasibility, proper hydrology and possible effect on the province's water resources. Contacts proponents and discusses concerns on various aspects of their applications.
- Addresses public concerns regarding various water resource related issues and provides information regarding permits.
- Comments on Crown Land Referral applications, recommending approval or rejection and advises proponent of actions required prior to processing.
- Completes site investigations of past, current or future projects to ensure compliance with all terms and conditions of permits or water resource guidelines and policies.

SKILL**Knowledge****General and Specific Knowledge:**

- Relevant Acts and Regulations
- Hydrology, hydraulics, construction, engineering principles
- Ecosystems

Formal Education and/or Certification(s):

- Minimum: Undergraduate Degree in Applied Science or 3 year Diploma in Civil Engineering, Environmental Engineering.

Years of Experience:

- Minimum: 2 - 3 years

Competencies:

- Written and verbal communication skills

- Analytical skills
- Assessment skills

Interpersonal Skills

- A range of interpersonal skills include listening, asking questions, providing routine and complex information to the public and other stakeholders on various aspects of permits, policy and regulations and compliance issues, gaining the cooperation of others when performing tasks and communicating with other employees.
- Most significant contacts are the general public (to answer questions on water resource issues); supervisor/manager (for guidance and work review) and other employees (to discuss various recommendations).

EFFORT

Physical Effort

- The demands of the job occasionally result in considerable fatigue as a result of sitting for extended periods of time drafting permits, writing referral letters, travelling to investigate past and ongoing projects and to perform inspections of culverts, bridges, etc.
- Occasionally required to lift or move objects 10 – 25 lbs.
- The use of fine finger/precision work when using a computer is a constant occurrence.

Concentration

- **Visual** concentration is required when using a computer for extended periods of time.
- **Time pressures and deadlines** are experienced when preparing and issuing permits or investigating serious water resource issues.
- **Higher than normal levels of attentiveness and eye/hand coordination** is required when driving and using a computer.

Complexity

- Tasks range from repetitive/well defined to different and unrelated.
- Typical problems encountered involve dealing with individuals who have violated the Water Resources Act and have completed work without proper permits.
- Some challenges/problems/issues have obvious solutions and can be addressed by following procedures and/or guidelines. However, in some instances, problems must be defined and practical solutions found.
- Reference material available includes guidelines, policies, acts and regulations, manager and other employees.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are generally prescribed or controlled.
- Authority to release referral and other letters stating if no permits are required and in performing site investigations.
- Travel, overtime, larger purchases and the release of final permits require supervisory approval.

- Discretion and judgement is exercised when providing interpretation of acts and regulations, when conducting site visits and dealing with possible infractions.

Impact

- Impacts are felt internally within the immediate work area, department and organization as well as externally with clients and general public. Resources affected include information (details with Section 48 permits outline the extent of work that is to be completed by the proponent) and corporate image.
- The consequence of a mistake or error is limited. For example allowing a proponent to work outside of the original boundaries of the legislation could possibly affect water resources. Error is usually discovered by the Manager in reviewing permits.

Development and Leadership of Others

- There is no supervision of staff.
- May provide orientation to new employees.

WORKING CONDITIONS

Environmental Working Conditions

- Occasionally safety equipment such as life jackets for working around water, safety vests and hardhats while on construction sites are required.
- There is limited likelihood for injuries or illnesses resulting from hazards.
- Glare from a computer screen and driving is a regular occurrence.
- There is occasional exposure to unusual/distracting noise, dirt, dust, wet or slippery surfaces (rocks near rivers, lakes, ponds and/or streams), physical dangers (working near heavy equipment), and adverse weather conditions.