

Full time Position 40 hours a week Development & Environmental Services

Job Title: Designated Representative / Septic Inspector

Salary: Salary Dependent on experience, up to \$42,000 with a current TCEQ Designated Representative license

Hours: 8 hrs. Monday through Friday, 8 am – 5 pm

Benefits: Vacation, PTO, Holidays, Health Insurance, Retirement

Requirements:

- ⌚ Prefer candidate to hold a current TCEQ OSSF Designated Representative license (DR) License, or to attain the TCEQ DR license before the end of a 6 month probationary period
- ⌚ Possess a valid Texas Driver's License
- ⌚ Knowledge of principles and practices of environmental sanitation
- ⌚ Knowledge of federal, state, and local laws pertaining to public health
- ⌚ Skill in oral and written communications
- ⌚ Ability to maintain accurate records and prepare reports
- ⌚ Ability to deal tactfully and effectively with the public
- ⌚ Ability to perform a variety of physical movements such as walking, climbing, crawling, kneeling, seeing, squatting, stooping, and twisting of the body
- ⌚ Must have Excel/Word experience
- ⌚ Must be friendly and cooperative
- ⌚ Must have ability to multi-task, handle pressure and interruptions
- ⌚ Must have a strong work ethic and be of good moral character
- ⌚ Must have the ability to read and interpret Regulations and apply them fairly

Responsibilities:

- ⌚ Review and approve septic applications
- ⌚ Inspect septic systems to enforce health and nuisance codes and issue permits
- ⌚ Prepare written reports on inspection findings and any violation of regulation
- ⌚ Prepare citations for legal action and testify in court as needed
- ⌚ Perform any other duties necessary for the efficient operation of the office

Applications with resumes must be submitted to:

Development Services
1203 E. Sam Rayburn Dr.
Bonham TX 75418