

Market Range Detail - Air Quality Enforcement Specialist

Effective Date

September 26, 2016

Market Range Title Description

Positions in this market range title are responsible for providing enforcement and regulation services for the Air Quality Department in the review, preparation and processing of Notices of Violation, criminal complaints, civil actions and Orders of Abatement. Primary responsibilities include: examining evidence conducted through inspections to ensure legal sufficiency and validity of information to pursue enforcement action under state law; determining appropriate penalty to be imposed for specific violations; preparing legal documents related to violations, negotiating terms of settlement, evaluating mitigating circumstances and resolving legal issues; analyzing air quality conditions and data; preparing specialized correspondence and legal documents related to enforcement of air quality regulations; conducting settlement conferences to resolve enforcement actions.

Positions in this Market Range Title differ from positions in the Air Quality Specialist in that the former is specifically responsible for pursuing enforcement action following an investigation in which there were violations of air quality regulations found.

Market Range

Minimum Hourly Rate

\$22.59

Midpoint / Hiring Maximum

\$29.20

Maximum Hourly Rate

\$35.80

Likely Minimum Qualifications

- Bachelor's degree in Law Enforcement, Justice Studies, Environmental Studies, a Physical or Natural Science or related field.
- Two years of civil, administrative or criminal investigations experience.
- Equivalent combinations of education and experience may be substituted for educational requirement.

Working Titles

- Air Quality Enforcement Specialist

Glossary:

Market Range Title: Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

Effective date: The date the salary range was implemented for use.

Market Range Title Description: Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

Likely Minimum Qualifications: Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

Market Range: The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

Hiring Range: The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

Working Title: The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.