



## **Employment Opportunity**

### **Environmental Inspector/Grading Reviewer – Bureau of Resource Management**

\$19.65 hourly salary (Grade C10)

40 hour position with full benefit package

***Apply By: Tuesday, February 5, 2019 @ 5:00 p.m.***

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**GENERAL RESPONSIBILITIES** Performs grading reviews and inspections to ensure compliance with Federal, State, and local laws, codes, regulations, and conformance to approved plans and specifications as related to erosion and sediment control, grading, storm water management, floodplain, forest conservation, and landscape ordinances.

**ESSENTIAL TASKS** include the following; other duties may be assigned

1. Perform review, inspection and enforcement activities for residential and commercial/industrial sites, road and building construction, stream and wetland protection/restoration, and landscape/forestation projects as related to appropriate ordinances and programs including joint reviews/inspections
2. Provide grading permit information and process grading applications in accordance with Federal, State, and local laws
3. Review concept, preliminary and final grading plans for compliance with Carroll County Grading Ordinance
4. Provide information and advise engineers, contractors, developers, property owners, and others regarding review/inspection and permit requirements
5. Issue completion certificates and recommend bond release as projects receive final approval
6. Prepare correspondence, records, logs, reports, and other documentation including maintaining the Permit Tracking System
7. Perform related duties as to specific assignments
8. Any employee may be identified as Essential Personnel during emergency situations
9. Provide service to customers by answering questions, providing information, making referrals, and assuring appropriate and/or resolution
10. Communicate with managers, supervisors, co-workers, and others, maintains confidentiality; and represents the County

### **EDUCATION AND EXPERIENCE**

1. High School Diploma or general education diploma (GED)
2. Four years experience in environmental inspection, grading construction or design, or permit/plan review \*
3. Training required in Maryland erosion and sediment control, forest conservation, and disturbed site restoration \*
4. Maryland State Highway Administration construction inspection experience preferred

\* A comparable amount of training and experience may be substituted for the minimum qualifications.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

1. Maryland Sediment Control Certification Program
2. Valid driver's license

A Carroll County Government job application is required for this position

**Apply on-line: [cggovernment.carr.org](http://cggovernment.carr.org)**

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

**Posted: 1/16/18  
(19-65)**

**Carroll County is an equal opportunity employer**