



JOB DESCRIPTION

WATER QUALITY TECHNICIAN INTERN

FLSA STATUS: Internship, Part-time

REPORTS TO: Water Quality Permitting & Project Coordinator

WORK LOCATION: Seguin, Texas

DIVISION: Environmental Science &
Community Affairs

EFFECTIVE DATE: 02/2019

SUMMARY

This individual is responsible for assisting the water quality technician with GBRA's water quality monitoring programs with sample collection, bio-assessments, and data entry.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist the Environmental Science department with monitoring projects sample collection following the monitoring schedule, assisting with stream bio-assessments that follow project-specific Quality Assurance Project Plans.
- Assemble, maintain, clean, calibrate and store field equipment.
- Document all work on field sheets, logbooks and forms to ensure complete traceability of all monitoring activities, calibrations, instrument maintenance, and chemical standards used in sample collections in support of monitoring projects.
- Adhere to safety practices and policies as described in the GBRA safety manual.
- Maintain appearance; comply with GBRA policies and procedures at all times.
- Perform other work as assigned.

KNOWLEDGE/SKILLS/ABILITIES

- Must have knowledge of Microsoft Office products.
- Must be able to interpret and follow written field procedures in English as well as plan and perform precise measurements accordingly.
- Communicate effectively.
- Work is performed both indoors (10% of job tasks) as well as outdoors (90% of job tasks). Sedentary computer work in climate controlled, well-lit conditions are the norm when working indoors. Fieldwork/outdoor work is required. Normal work hours and occasional evenings.

- Must be able to swim.

EDUCATION/CERTIFICATIONS

Some college course work focusing on Natural or Physical Sciences

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Communicate effectively with customers, clients, and auditors both orally and in writing. Ability to walk repeatedly up and down creek and river banks typical of the Texas hill country, Post Oak Savannah, and Coastal Plains while carrying sampling and/or monitoring equipment.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ACKNOWLEDGEMENTS

Employee Signature

Date

Supervisor Signature

Date

The above statements are intended to describe the general nature and level of work performed by individuals assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Management retains the right to add or to change duties, education/experience/skills requirement of the position at any time.