



# CITY OF BROOKSVILLE

## JOB DESCRIPTION

**POSITION TITLE: Stormwater Compliance Inspector**  
**DEPARTMENT: Public Works**  
**DIVISION: Streets and Drainage**  
**SUPERVISED BY: Streets Supervisor or Operations Manager**

**JOB SUMMARY/OVERVIEW OF THE POSITION:** The Stormwater Inspector plays a key role in the effective management, inspection, and maintenance of the City's stormwater systems. Responsibilities include conducting inspections of stormwater infrastructure (drains, ditches, ponds, culverts, and related facilities), ensuring compliance with local, state, and federal regulations, and coordinating corrective actions for deficiencies. The position also involves hands-on fieldwork, equipment operation, and supporting the Stormwater Maintenance Division in repair and construction tasks. This position is designated as essential personnel and will be required to work during emergency operations, including severe weather events and natural disasters. Employees must participate in emergency preparedness and response activities, and complete required NIMS (National Incident Management System) training as directed. May lead the Stormwater Equipment Operator I and Technician(s).

### **ESSENTIAL JOB FUNCTIONS:**

- Inspect stormwater facilities and drainage systems for compliance with codes, permits, and environmental regulations.
- Identify issues such as blockages, erosion, illegal dumping, and improper installations.
- Issue citations, violation notices, and assist with enforcement of stormwater regulations.
- Conduct investigations of complaints related to flooding, pollution, or drainage issues.
- Document inspection findings, maintain accurate records, and prepare detailed reports.
- Monitor stormwater cameras and investigate evidence of illicit discharges or dumping.
- Perform and assist with maintenance and construction tasks, including:
  - Installing, repairing, and replacing stormwater pipes and manholes.
  - Operating equipment such as backhoes, dump trucks, trenchers, air hammers, and saws.
  - Cleaning, painting, and maintaining stormwater inlets, headwalls, ditches, and retention areas.
  - Removing debris, vegetation, and obstructions from drainage systems.
- Read and interpret construction plans, GIS maps, and atlases to locate and repair stormwater structures.
- Support development of best practices for stormwater management.
- Perform other stormwater duties as assigned.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

#### **Knowledge of:**

- Principles, methods, and practices of stormwater system construction, inspection, and maintenance.
- Federal, state, and local stormwater regulations and permitting requirements.

- Flood prevention, environmental protection, and regulatory compliance.
- Basic civil engineering principles related to stormwater infrastructure.
- Department safety standards, protocols, and proper use of PPE.

**Skills in:**

- Operating heavy and light construction equipment and power tools safely and effectively.
- Reading and interpreting construction plans, maps, and technical documents.
- Using GIS systems, inspection software, and Microsoft Office applications.
- Performing mathematical calculations with accuracy.
- Preparing clear and accurate inspection reports.

**Ability to:**

- Conduct effective and efficient inspections to extend the life of stormwater infrastructure.
- Identify and resolve drainage issues that pose risks to public safety and property.
- Work outdoors in varying weather conditions and perform physical labor.
- Lift and carry up to 50 lbs. regularly.
- Communicate effectively and tactfully with the public, contractors, and other city staff.
- Establish and maintain positive working relationships.

**PHYSICAL SKILLS:**

- Frequent sitting, standing, stretching, reaching, bending, squatting, walking, and handling objects (up to 55 lbs).
- Occasional pushing, pulling, kneeling, climbing, balancing, and medium lifting/carrying (up to 30 lbs).
- Use of hands, arms, fingers, and voice for typing, talking, and operating office equipment.
- Good eyesight and hearing (corrective devices acceptable).
- Equipment used: personal computer, telephone, copier, fax, calculator, and other small office devices.

**EDUCATION, TRAINING AND EXPERIENCE:**

- High school diploma or GED required. CDL, preferred.
- Two (2) years of experience in stormwater, public works, utilities, or related field.
- Equivalent combination of education, training, and experience may be considered.

**LICENSES & CERTIFICATIONS:**

- Valid Florida Driver's License, insurable by the City. CDL, preferred.
- Must obtain the following within six (6) months of hire:
  - FDEP Sediment and Erosion Control Certification.
  - FSA Stormwater Operator Level I or FWPCOA Stormwater Class C/B Certification.
  - Florida Class A CDL with Tanker Endorsement.

**ADA STATEMENT:** *A qualified employee or applicant with a disability may be afforded a reasonable accommodation to perform the essential job functions of a position in compliance with the Americans with Disabilities Act.*

**DRUG-FREE WORKPLACE:** *City of Brooksville is a drug-free workplace in accordance with Federal and Florida law.*

**VETERANS' PREFERENCE:** *Under Section 295.07, F.S., Chapter SSA-7, City of Brooksville provides to Veterans, that preference in appointment will be given to preference-eligible applicants.*

**HR INFORMATION**

**REVISION DATE: 10/2025**

**FLSA STATUS: Non-Exempt**

**PAY GRADE: See current pay scale**