

# **SABINE RIVER AUTHORITY OF TEXAS**

## **BRANCH:**

Operations

## **DIVISION:**

Toledo Bend Division

## **JOB TITLE:**

Project Inspector

## **SALARY AND BENEFITS:**

Full Time

## **DUTIES & RESPONSIBILITIES:**

- Report to the Toledo Bend Permitting Supervisor
- Assist with all permitting (Private, Commercial) of Authority land
- Assist with inspection of Commercial Permit areas around Toledo Bend Reservoir
- Responsible for inspection of OSSF systems as a Designated Representative of the TCEQ; maintain OSSF records and computer database
- Maintain Authority wastewater treatment plants
- Participate in records filing, retention and disposal as dictated by current SRA policies and procedures
- Type letters, notices, permits, and other documents as needed

## **EDUCATIONAL, EXPERIENCE, AND OTHER REQUIREMENTS:**

- Have High School diploma or GED equivalent
- Have or be willing to obtain licenses for Water and Wastewater Treatment and OSSF Designated Representative within six months of hire
- Be familiar with computer software including: Word, Excel, Outlook, and Access
- Be willing to learn new software technology and adapt to changes in the workplace

- Be willing to communicate in a positive manner with fellow employees and the general public
- Be able to perform assigned tasks without the need for close supervision
- Have a valid Texas driver's license and be insurable under the Authority's automobile insurance policy
- Be able to swim, walk long distances, and safely lift at least 75 pounds waist high
- Be able to operate a motorboat and work on, in, and around the water
- Be able to climb and work on ladders and to work outdoors under adverse conditions such as heat, cold, poison ivy, snakes, and insects

**CONTACT:**

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