

To be considered, your current application and this completed questionnaire must be on file or received in Nebraska State Personnel, state.jobs@nebraska.gov, 301 Centennial Mall South, P.O. Box 94905, Lincoln, NE 68509-4905, or postmarked by **February 12, 2010**.

**WASTEWATER SECTION – ONSITE UNIT/OPERATOR CERTIFICATION PROGRAM  
ENVIRONMENTAL QUALITY PROGRAMS SPECIALIST**

#84-12162-1

Applicant Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

**Minimum Education/Experience, Professional Certification, and Driving/Transportation Requirement:**

(circle or underline the appropriate answer)

**A.** Does the applicant have a M.S. in one of the following: the physical sciences, natural sciences, environmental science, biology, civil engineering, biological or environmental engineering, or related field with this work relating to environmental quality? Yes No

**B.** If the answer to A. above is no, does the applicant have a B.S. in a discipline that might be considered equivalent to one of those listed\* Yes No

(Please specify the equivalent discipline.)

\_\_\_\_\_  
\*An equivalent discipline is a discipline such as geography, geology, agronomy, natural resources, or environmental studies, which has provided the applicant with basic analytical skills necessary for the listed disciplines.

**C.** If the answer to A. is no and to B. is yes, does the applicant have two years work experience in a related field? Yes No

(Please describe this experience and the related field.)

**D.** Does the applicant have a valid Driver's License or ability to provide independent transportation? Yes No

A college transcript is required to support the above answers related to the minimum education requirement. A resume and applicable references are required to support answers related to required work experience.

**Wastewater Related Work Experience:**

- 1) Please circle or underline the one answer that best describes your level of experience working with municipal or industrial wastewater treatment systems specifically covered by state or local regulations.
  - a) I have experience working for a state regulatory agency or local governmental entity as a project manager or inspector of wastewater treatment systems and have worked as a wastewater treatment system operator, consultant or contractor.
  - b) I have experience working for a state regulatory agency or local governmental entity as a project manager or inspector of wastewater treatment systems.
  - c) I have experience working as a wastewater treatment system operator, consultant or contractor.
  - d) I don't have any experience working on, inspecting, or operating wastewater treatment systems.

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

- 2) Please specify the number of years of experience you have operating, inspecting, or working on wastewater treatment systems and the employer where you gained this experience.

\_\_\_\_\_,  
Years of experience

\_\_\_\_\_,  
Company Name, Telephone Number

### Other Professional Experience

- 3) Please circle or underline the one answer that best describes your level of experience working on or at sites regulated under a federal, state, or local environmental wastewater or water quality regulatory program other than for the wastewater treatment systems covered by state or local regulations mentioned in the previous questions.
- a) I have experience working as a project manager or inspector for a governmental regulatory agency, and have worked as a consultant or contractor on sites regulated by a federal or state wastewater or water quality regulatory program.
  - b) I have experience working as a project manager or inspector for a state or federal regulatory agency on sites regulated by a federal or state wastewater or water quality regulatory program.
  - c) I have experience working as a consultant or contractor on sites regulated by a federal or state wastewater or water quality regulatory program.
  - d) I don't have any experience working on sites regulated by a state or federal wastewater or water quality regulatory program.
- 4) Please circle or underline the one answer that best describes your highest level of experience in operating or working with or on wastewater treatment systems or facilities (WWTFs).
- a) I have two years experience as an operator in direct responsible charge of a Class IV WWTF. Direct responsible charge means I was responsible for making decisions regarding the daily operational activities of the WWTF including sampling and reporting to meet timely regulatory requirements.
  - b) I have two years experience as an operator of a Class IV WWTF or as the operator in direct responsible charge of a Class III WWTF.
  - c) I have two years experience as an inspector evaluating Class III or IV WWTFs. I was fully responsible for the timely completion of inspection reports on the WWTFs.
  - d) I have at least one year but less than two years experience operating or inspecting WWTFs or I have a Class III or IV operator certification with little or no experience.
  - e) I don't have any experience operating or inspecting WWTFs and do not have a Class III or IV operator certification.

Please provide your response to each of the following questions. (5 –13)

- 5) Describe your field sampling experience (with an emphasis on types of samples collected, e.g. wastewater, surface water, etc.) including sampling techniques, equipment used, and reporting.





Name: \_\_\_\_\_ SSN: \_\_\_\_\_

- 14) Describe other wastewater and water quality laws and regulations which you have received recognized training in and how you have applied that knowledge. Examples of other wastewater or water quality laws and regulations include regulations dealing with NPDES, underground injection control, and onsite wastewater treatment systems.

### **Knowledge of Chemistry, Risk Assessment, and Statistics**

- 15) Please select (circle or underline) the answer that best describes your highest level of knowledge and experience in evaluating the chemistry and fate and transport characteristics of common soil and groundwater contaminants.
- a) I have a degree in chemistry and have applied my knowledge to environmental investigations.
  - b) I have taken 3-4 basic college chemistry courses including organic chemistry and developed the rest of my knowledge as part of my career.
  - c) I have taken 1-2 basic college chemistry courses and developed the rest of my knowledge as part of my career.
  - d) I have limited knowledge of chemistry.
- 16) Please select the answer that best describes your highest level of knowledge and experience in performing and reviewing risk assessments.
- a) I have a degree in an environmental health field and have worked as a professional in writing and reviewing environmental risk assessments.
  - b) I have taken several risk assessment related courses as part of a current or previous job and have written and or reviewed several risk assessments.
  - c) I have limited knowledge of or experience applying my knowledge of risk assessment.
- 17) Please select the answer that best describes your highest level of knowledge and experience related to statistics.
- a) I have taken a minor in math with an emphasis in statistics and have applied my knowledge to the environmental field. I am very familiar with issues related to statistically significant detections of contaminants.
  - b) I have taken several statistics courses either in college or as part of a current or previous job and have applied my knowledge to the environmental field.
  - c) I have limited knowledge of or experience applying my knowledge of statistics.

### **Computer Skills**

- 18) Please select (circle or underline) the answer that best describes your level of proficiency with MS Word.
- a) I am proficient with MS word. In addition, to the basic skills necessary to write general correspondence, I can create tables, import charts and figures from other applications.
  - b) I am comfortable with MS word, or with other word processing software that has similar capabilities, which I have used to write general correspondence.
  - c) I am not familiar with word processing software.

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

- 19) Please select the answer that best describes your level of proficiency with MS Excel.
- a) I am proficient with MS Excel. In addition, to the basic skills necessary to develop basic tables and charts, I can create complex tables with links to other workbooks and sheets, import data from external sources such as databases, create complex charts beyond the predefined types and develop complex formulas and macros for data analysis.
  - b) I am comfortable with MS Excel, or other spreadsheet software that has similar capabilities, which I have used and can use to develop basic tables and charts.
  - c) I am not familiar with spreadsheet software.
- 20) Please select the answer that best describes your level of proficiency with MS PowerPoint.
- a) I am proficient with MS PowerPoint. In addition to the basic skills necessary to develop basic slides, I can import figures, and use fades and sound effects to generate sophisticated presentations.
  - b) I am comfortable with MS PowerPoint and have used it to develop basic presentations.
  - c) I am not familiar with MS PowerPoint software.
- 21) Please select the answer that best describes your level of proficiency with MS Access.
- a) I am proficient with MS Access. In addition, to the basic skills necessary to develop simple databases, I can develop complex databases that extract data from a variety of external sources and reformat the data as necessary. I am well versed in techniques for trapping and reconciling errors and references among tables within a relational database. I can generate complex forms and reports that contain sub-forms, and conditional fields.
  - b) I am comfortable with MS Access for developing large but relatively simple databases consisting of no more than 1 or 2 tables. I can generate relatively simple forms and reports.
  - c) I am not familiar with MS Access software.
- 22) Please select the answer that best describes your level of proficiency with ArcView.
- a) I am proficient with ArcView. In addition, to the basic skills necessary to develop simple maps, I can develop complete GIS projects that retrieve data from external sources, and can use the data to generate additional themes of data.
  - b) I am comfortable with ArcView or other similar GIS software for creating relatively simple maps.
  - c) I am not familiar with ArcView or other similar GIS software.
- 23) Please describe fully any additional skills, experience, or professional qualities you possess that make you a good candidate for this position.