



Hardee County, FL

JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Mining Permit Specialist I

Department: Mining

Pay Grade: 110 (\$42,236.97 to \$65,044.12)

JOB SUMMARY

The Mining Permit Specialist I is responsible for providing technical review and recommendations concerning all aspects of development review and approval processes, including management of all local, state, and federal permitting interactions, as well as mine plan review and reclamation plan review. Carries out on-site inspections and investigations.

ESSENTIAL JOB FUNCTIONS

- Ensures compliance with the County Mining Ordinance, County Comprehensive Plan, and County Land Development Regulations.
- Provides review and comments on applications for Mining Major Special Exception.
- Participates in agency workshops, meetings, hearings, and review forums.
- Conducts and/or assists in on-site inspections, sampling, and evaluations.
- Conducts field review of wetland delineations and wetland functional assessments (UMAM).
- Conducts monthly inspections of dams, perimeter berms and embankments, mining areas and reclamation units at each permitted mine.
- Coordinates with other county personnel and external agency representatives.
- Investigates and reviews all complaints relating to sources of pollution, un-permitted mining impacts, and threats to health, safety, and welfare of the public. Provides status and progress reports.
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

Requires a Bachelor's Degree in the field of natural sciences, environmental sciences or related field; and two (2) years of environmental permitting, planning, or review experience in Florida; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Special Qualifications:

None.

Licenses, Certifications, or Registrations:

- Possession of or ability to readily obtain a valid driver's license issued by the State of Florida for the type of vehicle or equipment operated.

Knowledge, Skills and Abilities:

- Knowledge of Florida's ecosystems, related planning issues, and operations of primary permitting agencies including, but not limited to: U.S.
- Knowledge of Army Corps of Engineers (COE); Southwest Florida Water Management District (SWFWMD); Florida Department of Environmental Regulation (FDEP); Central Florida Regional Planning Council (CFRPC).
- Knowledge of Microsoft Windows 10 operating systems, Microsoft Office 2016, and Office 365.
- Skill in math, data collection, filing, record keeping and quality control skills.
- Ability to communicate clearly and effectively both verbally and in writing.
- Ability to establish and maintain effective working relationships.
- Ability to work unattended and resolve problems independently or as part of a team.
- Ability to collect, analyze and interpret scientific data.

PHYSICAL DEMANDS

The work is medium work which requires exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Additionally, the following physical abilities are required: balancing, climbing, crawling, crouching, feeling, grasping, handling, hearing, kneeling, lifting, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, and walking. Mental acuity is required for making rational decisions through sound logic and deductive processes. Visual ability is required to operate heavy equipment and perform activities specific to the job, such as viewing a computer terminal, observation of facilities or structures, and/or inspection involving small parts or operations of machines.

WORK ENVIRONMENT

Work is performed both inside in an office environment and outside environmental conditions in which the employee is subject to workplace hazards including exposure to atmospheric conditions with extreme cold and heat for short periods of time.

Hardee County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Equal Opportunity Employer

Hardee County provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

**All Applications with Resume are accepted in the Human Resources Department located at 205 Hanchey Road, Wauchula, FL 33873 or via email: humanresources@hardeecounty.net
Position is open till filled**