

OIL AND GAS INSPECTOR SPECIALIST

Nature of Work: Under administrative direction, at the advanced level, serves as a lead worker or training officer and performs technical and field inspection work in the oil and gas programs to determine compliance with applicable laws, regulations, permits and best management practices on a statewide basis. Has the authority to follow-up violations with initiation of criminal prosecution but is generally directing and assisting other less trained and experienced inspectors in appropriate enforcement procedures. Work requires travel and outside work in varying weather conditions and over difficult terrain. Subject to emergency response. May be assigned to an area of specialization as detailed above. Performs related work as required.

Distinguishing Characteristics: This classification is distinguished from the inspector by the elements of training others and lead work; may serve as an area-specific specialist. It is further distinguished from the Inspector Supervisor in that this classification acts as liaison between the supervisor and field personnel. Typically, incumbents in this classification do not act as full-performance supervisors over other inspectors.

Examples of Work:

- Assigns and reviews work of others, trains inspectors.
- Responsible for inspections of all wells, well sites, and associated oil and gas facilities under the authority of the Office of Oil and Gas to ensure compliance with applicable laws, regulations, permits and best management practices.
- Conducts reviews of field activities for casing programs, plugging procedures and affidavits, reclamation and construction plans, underground injection control (UIC) wells and facilities.
- Responds directly to spills and complaints; supervises private contractors during abandoned well cleanup and plugging activities.
- Responsible for the compilation, assembling and evaluation of well plugging and associated permits.
- Prepare cost estimates for well plugging operations.
- Update abandoned well program files.
- Collect and process GPS data for database entry.
- Conduct investigations of abandoned well sites.
- Will have decision-making authority to prioritize sites and coordinate mitigation action.
- Supervises private contractors during abandoned well cleanup and plugging activities.
- Provide technical expertise and assuring environmental compliance which includes all site construction and reclamation work.
- Meets with appropriate parties and agencies on abandoned well issues including possible funding opportunities.
- Serves as a liaison between the Office of Oil and Gas and other state and federal agencies.
- Meets with appropriate parties and agencies regarding site construction and reclamation issues.
- Assists in the areas of underground injection control (UIC) and coalbed methane, inspection and monitoring of such activities and facilities.

OIL AND GAS INSPECTOR SPECIALIST (Cont'd.)**Examples of Work (Cont'd.):**

- Responds to inquiries from surface owners, public, and industry by investigating complaints pertaining to suspected environmental health and safety issues.
- Subject to state and federal emergencies in accordance with approved emergency response procedures as well as to spills or release of pollutants, some of which may be hazardous substances.

Knowledge, Skills and Abilities:

- Knowledge of state and federal laws and regulations and agency policies and procedures related to oil and gas programs.
- Knowledge of the fundamental principles of the natural sciences and chemistry.
- Knowledge of mathematics and algebra.
- Knowledge of scientific sampling methods and analytical procedures.
- Knowledge of the judicial system and statutory and regulatory procedures.
- Knowledge of basic first-aid procedures, safety regulations and precautionary measures.
- Skill in use and maintenance of laboratory and field monitoring equipment, mobile radio equipment, 4-wheel drive vehicles, and cameras.
- Skill in reading and interpreting topographic maps, engineering plans, drawings and specifications, and in enforcing adherence thereto.
- Ability to train and coordinate the work of others.
- Ability to apply acceptable methods, procedures and approaches to making a complete and satisfactory investigation of suspected environmental harm.
- Ability to understand statutory and regulatory procedures and agency policies and procedures, and to explain these procedures clearly and concisely.
- Ability to perform chemical field tests and interpret results.
- Ability to carry-out instructions with minimal supervision and exercise good judgment in appraising situations and decision-making.
- Ability to keep accurate records, assemble, analyze and evaluate data, prepare technical reports in a clear and concise form, including recommendations for any warranted corrective actions.
- Ability to communicate for the purpose of obtaining, imparting or exchanging information, clearly and concisely.
- Ability to establish and maintain effective working relationships with co-workers, government officials, private business representatives and the general public, deal with controversial matters in a tactful manner, and to effectively represent the agency.
- Ability to walk long distances in adverse weather over rugged terrain and to lift and carry equipment for considerable distances.

OIL AND GAS INSPECTOR SPECIALIST (Cont'd.)**Minimum Qualifications**

Four years of actual relevant full-time or equivalent part-time paid experience in oil and gas, two years of which must have been in the oil and gas industry. Relevant experience may include technical experience in well design, well site construction, drilling, completion, production, plugging, underground storage operations, safety, environmental compliance, or other related work. No more than one year of the two years of oil and gas industry experience may be satisfied by the following: (i) a bachelor's degree from a regionally accredited college or university with a major in applied, natural, or physical science or engineering; (ii) an associate degree from a regionally accredited college or university in petroleum technology; or (iii) three years of environmental experience in wastewater, solid waste or reclamation.

Special Requirements: Must be eligible for license to operate a motor vehicle. Must have good theoretical and practical knowledge of oil and gas drilling and production methods, practices and techniques, sound safety practices and applicable water and mining laws.

Established: 01/30/2012

| Effective: 01/30/2012