

OIL AND GAS INSPECTOR SUPERVISOR

Nature of Work: Under administrative direction, with formal authority, plans and supervises the work and training of subordinate field and technical inspection and field inspection work in the oil and gas programs to determine compliance with applicable laws, regulations, permits and the best management practices on a statewide basis. Assumes an active role in the formulation and implementation of major policies, procedures and programs within their area of assignment. Ensures effective coordination of oil and gas programs and compliance with established policies, procedures and programs. 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 by its full supervisory nature. Consults with administration regarding policies and procedures. Typically represents the agency inspection force at a variety of public and/or private meetings.

Examples of Work:

- Plans, assigns, coordinates and monitors work and training of subordinates engaged in complex technical and inspection duties of all wells, well sites and associated oil and gas facilities to ensure compliance with applicable laws, regulations, permits, and best management practices.
- Consults and advises administrators concerning proposed changes in policy and work procedures.
- Interprets laws, rules, and regulations and applies such interpretation to specific cases or situations.
- Instructs, trains, advises and evaluates the work performance of assigned inspection personnel and, technical and field oil and gas inspection personnel.
- Recommends promotions, demotions, and other personnel actions; investigates employee grievances, reports findings and recommends resolutions.
- Coordinates multi-agency reviews of permit applications.
- Represents agency at various symposiums, hearing, meetings and discussions.
- Completes reports on activities for review and approval by an administrator; assist in legal counsel in the preparation of materials for hearings in courts of law; testifies as necessary.
- Discusses with public official, private business representatives and the general public their efforts to treat, control and minimize wastes, or their efforts to control environmental impacts of regulated facilities, and outlines pertinent statutory and regulatory obligations.
- Investigates complaints of no response or unsatisfactory response to reported suspected environmental harm from the oil and gas program.
- 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.
- May be 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.
- May conduct reviews of field activities, casing programs, plugging procedures and affidavits, reclamation and construction plans and underground injection control (UIC) wells and facilities.
- May respond directly to spills and complaints.

OIL AND GAS INSPECTOR SUPERVISOR (Cont'd)**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 supervise, and evaluate 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.

Minimum Qualifications:

Five 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) four 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.