

Candidates Information Booklet

Environmental Technician Grade I

(This competition is to create a Panel from which future temporary and permanent vacancies may be filled)

Closing Date

5.00pm on Thursday, 9th October 2025

Wexford County Council is committed to a policy of equal opportunity

This competition is being managed by:

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QUALIFICATIONS

1. CHARACTER

Candidates shall be of good character.

2. HEALTH

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. EDUCATION, TRAINING, EXPERIENCE, ETC

Each candidate must, on the latest date for receipt of completed application forms –

- (a) (i) Have passed the N.C.E.A./H.E.T.A.C. National Certificate Final Examination in Science in Applied Biology **or** in Science in Applied Chemistry,

or

hold an equivalent qualification

and

have at **least three years** satisfactory relevant experience after attaining the qualification concerned,

OR

- (ii) Have, satisfactory relevant experience, in a technician post at Grade II level, or in an analogous post under a local authority or health board/HSE in the State,

and

have at **least three years** satisfactory relevant experience in a technician post at Grade II level or in an analogous post,

OR

- (iii) Have satisfactory service, in a technician post at Grade I or higher level in an analogous post under a local authority or health board/HSE in the State,

- (b) possess adequate training or experience relating to the control and supervision of staff.

It is also desirable but not essential that candidates hold a current Safe Pass Card. Successful candidates will be required to have a valid Safe Pass Card prior to taking up duty.

4. CITIZENSHIP:

Candidates must, by the date of any job offer, be:

- (a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- (b) A citizen of the United Kingdom (UK); or
- (c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- (d) A non-EEA citizen who is a spouse or child of an EEA or UK or Swiss citizen and has a stamp 4 visa; or
- (e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa or
- (f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or the UK or Switzerland and has a stamp 4 visa.

THE POST

The purpose of the position of **Environmental Technician Grade I** is to provide, under the direction and supervision of the relevant engineering/cognate grade or other appropriate officer, such draughting, technical and ancillary services of an advisory, supervisory or executive nature in all fields of Local Authority work including engineering, architectural, technological, planning and environmental services, including the supervision and control of staff, as may be required by a local authority.

PERSON PROFILE

DUTIES:

The duties of the post are to give the local authority and:-

- (a) such other local authorities or bodies for which the Chief Executive, for the purposes of the City and County Management Acts, is Chief Executive, and
- (b) to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies mentioned in sub-paragraph (a) of this paragraph,

under the general direction and control of the Chief Executive or such other employee as the Chief Executive may from time to time determine, such technical or ancillary services of an advisory, supervisory or executive nature as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties including the duty of assisting the Director of Service or other appropriate employee, in the supervision of the technical or ancillary services of any foregoing local authorities or bodies and, when required to do so, to perform the duty of acting for the appropriate professional employee of higher rank during the absence of such employee of higher rank.

The actual duties of the post of **Environmental Technician Grade I** will depend on placement of the post, but may include the following: -

- Assisting in the implementation of national legislative requirements, European Union (EU) Directives and Environmental Protection Agency (EPA) standards regard to waste, surface water quality and wastewater.
- Assisting in the preparation of monitoring strategies for rivers, lakes, estuaries and marine waters and implementation of same.
- Purchasing of analytical equipment and ensuring their maintenance and calibration
- Sampling and analysis of river, coastal and marine waters, sometimes in conjunction with the EPA, BIM, Marine Institute, Inland Fisheries Ireland, and other various statutory bodies and or consultants.
- Assist in the preparation of bathing water plans.
- Assist in the sampling and monitoring of bathing waters in Wexford County Councils remit.
- Investigation of environmental pollution incidents, evaluation and reporting of findings for further investigation/enforcement.
- Assisting in the compilation of water effluent discharge licenses.
- Monitoring, sampling and analysis of licensed wastewater treatment facilities.
- Monitoring/surveying of waste management facilities including recycling, composting, transfer stations and landfill.
- Assisting in the preparation of litter and waste plans and investigation of waste complaints.
- Interacting with various statutory bodies including Health Service Executive (HSE), EPA, IW, Teagasc, LAWPRO, CARO, Dept of Housing, Dept of Environment, Dept of Marine
- Assisting in the implementation of national legislative requirements, European Union (EU) Directives and Environmental Protection Agency (EPA) standards regarding the Air Pollution Act of 1987 and Noise legislation.
- Purchasing of air quality monitoring equipment and noise meters, ensure their maintenance and calibration.
- Carry out audits, compile reports and assist in enforcement of Low Smoke fuels regs, Petrol Vapour regs, Solvents Regs, Decopaints regs etc.
- Carrying out noise surveys and prepare reports on its findings.
- Carry out planning inspections with reference to Environmental matters.
- Carry out septic tank inspections with reference to the National Inspection Programme.
- Assist in carrying out farm inspections under the supervision of the councils Agricultural Scientist.
- Serving statutory notices in relation to breaches of various environmental legislation and where necessary assisting with prosecutions.

- Promote and implement required health & safety standards, including the Wexford County Council Safety Management Plan.
- Assist in the preparation of reports on implementation of EU Directives and interpretation/evaluation of results.
- Any other duties that may be required from time to time.

The ideal candidate will demonstrate through their application form and at the interview that he/she has: -

- good communication and interpersonal skill
- good graphic presentational skills
- ability to prepare and present technical reports
- an ability to interpret and critically analyse scientific data
- good organisation skills and discipline
- strong ICT skills.

Candidates must also:

- have the knowledge and ability to discharge the duties of the post concerned;
- be suitable on grounds of character;
- be suitable in all other relevant respects for appointment to the post concerned, candidates, if successful, will not be appointed to the post unless they;
- agree to undertake the duties attached to the post and accept the conditions under which the duties are, or may be required to be, performed;
- are fully competent and available to undertake, and fully capable of undertaking, the duties attached to the position.

COMPETENCIES FOR THE POST

Key Competencies for the post include the following and candidates will be expected to demonstrate sufficient evidence within their application form of competence under each of these. Please take particular note of these when completing the application form as any short-listing or interview processes will be based on the information provided by candidates:

Management and Change	<p>Strategic Ability Displays the ability to think and act strategically Can translate strategy into operational plans and outputs.</p> <p>Political Awareness Has a clear understanding of the political reality and context of the organisation.</p> <p>Networking and Representing Develops and maintains positive and beneficial relationships with a range of stakeholders. Builds networks of technical and professional contacts. Promotes and sustains an appropriate, positive, and cohesive image for the organisation it represents.</p> <p>Bringing about Change Demonstrates flexibility and an openness to change. Influences others and fosters commitment to change.</p>
Delivering Results	<p>Problem Solving and Decision Making Can pinpoint critical information and address issues logically. Understands the context and impact of decisions made. Acts decisively and makes timely, informed and effective decisions.</p> <p>Operational Planning Contributes to operational plans and develops team plans in line with priorities and actions for their area of operations. Tracks and monitors activity. Establishes high quality service and customer care standards.</p> <p>Managing Resources Manages the allocation, use and evaluation of resources to ensure they are used effectively to deliver on operational plans. Drives and promotes reduction in cost and minimisation of waste.</p> <p>Delivering Quality Outcomes Promotes the achievement of quality outcomes in delivering services. Organises the delivery of services to meet or exceed the required standard. Evaluates the outcomes achieved, identifies learning and implements improvements required</p>

<p>Performance through People</p>	<p>Leading and Motivating Motivates others individually and in teams to deliver high quality work and customer focused outcomes. Leads by example in terms of commitment, flexibility and a strong customer service ethos.</p> <p>Managing Performance Encourages people to deliver their part of the operational plan.</p> <p>Communicating Effectively Recognises the value of communicating effectively with all employees. Actively listens to others. Has good verbal and written communication skills. Presents ideas clearly and effectively to individuals and groups.</p>
<p>Personal Effectiveness</p>	<p>Relevant Knowledge Keeps up to date with current developments, trends and best practice in their area of responsibility. Demonstrates the required specialist knowledge, understanding and training for the role. Has strong knowledge and understanding in relation to statutory obligations of Health and Safety legislation and its application in the workplace.</p> <p>Resilience and Personal Well Being Demonstrates appropriate and positive self- confidence. Remains calm under pressure and operates effectively in an environment with significant complexity and pace.</p> <p>Integrity Behaves in an honest, trustworthy and respectful manner and is transparent, fair and consistent in dealing with others</p> <p>Personal Motivation, Initiative and Achievement Is enthusiastic about the role and sets challenging goals to achieve high quality outcomes. Is self- motivated and persistent when faced with difficulties. Engages in regular critical reflection in order to identify how own performance can be improved.</p>

SELECTION PROCESS

Applications will only be accepted on the official Wexford County Council application form as advertised with the post.

Application forms must be typed and as fully complete as possible.

Applications will not be accepted after the specified closing date and time.

Applications will only be accepted by email to: recruitment@wexfordcoco.ie no later than the closing date and time of: **5pm on Thursday, 9th October 2025.**

The selection process may include any or all of the following:

- The number of persons seeking admission to a competition generally exceeds that required to fill the available posts and while candidates may meet eligibility it is not practical to interview everyone. In those cases, the Local Authority may employ a shortlisting procedure. The number of candidates to be invited for interview shall be determined by the Local Authority against criteria specified for the position and only on the basis of the information contained in the candidates application form;
- Completion of an online questionnaire or any other tests or exercises deemed appropriate by the Local Authority;
- A competitive preliminary and/or final interview, conducted by or on behalf of the Local Authority; this may include interviews being held remotely
- The Local Authority may create a panel from which future Temporary & Permanent vacancies at the specified grade may be filled.

Any attempt by a candidate, or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise to influence in the candidate's favour, any member of the staff of the County Council or person nominated by the County Council to interview or examine applicants, will automatically disqualify the candidate from the position being sought.

Wexford County Council will not be responsible for any expense a candidate may incur in attending for interview.

The Local Authority shall require a person to whom an appointment is offered to take up such appointment within a period of not more than one month and if he/she fails to take up the appointment within such a period or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint him/her.

You will receive an acknowledgement receipt of your email application. Should you not receive an acknowledgement, please email recruitment@wexfordcoco.ie.

CONDITIONS OF SERVICE

1. Tenure:

The post, whether temporary or permanent, is whole-time and pensionable.

Persons who become pensionable employees of a Local Authority who are liable to pay Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children).

All persons who become pensionable employees of a Local Authority will be required in respect of the Local Government (Spouses and Children's Contributory Pension) Scheme to contribute to the Local Authority at the rate of 1.5% of their net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children) in accordance with the terms of the Scheme.

For new entrants under the *Single Public Service Pension Scheme* effective from 01/01/2013, superannuation contributions are 3.5% of net pensionable remuneration and 3% of pensionable remuneration.

2. Probation:

Where a person who is not already a permanent employee of Wexford County Council is appointed, the following provisions shall apply:-

- (a) there shall be a period after such appointment takes effect during which such person shall hold such employment on probation;
- (b) such period shall be 6 months, but the Chief Executive may, at his discretion, extend such period;
- (c) such person shall cease to hold such employment at the end of the period of probation, unless during such period the Chief Executive has certified that the service of such person is satisfactory.

3. Salary:

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the post shall pay to the local authority any fees or other monies (other than their inclusive salary) payable to or received by them by virtue of their employment or in respect of services which they are required by or under any enactment to perform. An allowance may also be payable in respect of travel expenses and subsistence.

€48,760 - €49,498 - €50,463 - €51,430 - €52,399 - €53,391 - €54,307 - €56,037 (LSI 1) - €57,790 (LSI 2) (at 1st August, 2025)

Entry point to this scale will be determined in accordance with Circulars issued by the Department of Environment, Community and Local Government.

Appointees who are not existing public servants will enter at the minimum point of the scale.

4. Health:

For the purpose of satisfying the requirement as to health, it will be necessary for successful candidates, before being appointed, to undergo at their expense, a medical examination by a qualified medical practitioner to be nominated by the local authority. Defects reported as a result of this examination must be remedied before appointment. On taking up appointment, the expense of the medical examination will be refunded to the candidate.

5. Retirement/Superannuation

Single Public Service Pension Scheme:

Effective from 1st January, 2013, The *Single Public Service Pension Scheme* applies to all first-time new entrants to the public service, as well as to former public servants returning to the public service after a break of more than 26 weeks.

All new entrants to pensionable public service employment on or after 1 January, 2013 are, in general, members of the Single Scheme.

Pension Age: Minimum pension age of 66 years (rising to 67 and 68 in line with State Pension age changes). Scheme Members must retire at the age of 70 years.

New entrants to the public service appointed on or after 1st April, 2004.

Retirement Age will be determined by the terms of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004. The Act introduces new retirement provisions for new entrants to the public service appointed on or after 1st April, 2004. For new entrants there is no compulsory retirement age and 65 is the earliest age at which retirement benefits can be paid.

In all other cases, 60 years is the minimum retirement age, with 70 years being the maximum retirement age.

6. Driving Licence

When required to do so holders of the office may be required to drive a motor car in the course of their duties and should therefore, hold a full driving licence for Class B vehicles free from endorsement and disqualification.

7. Residence

The holder of the post shall reside in the district in which his/her duties are to be performed, or within a reasonable distance thereof.

This competition is being run by Wexford County Council. For general queries please contact the following:

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