



JOB DESCRIPTION

WATER SYSTEM OPERATOR I

Date: January 1, 2018

**Reports to: Water Distribution Supervisor & Water Treatment & Supply Supervisor
(Dependent upon assignments)**

FLSA: Non- Exempt

Salary Range: WSOI

Other: Safety Sensitive Position

DEFINITION

Under direct supervision, performs unskilled and semi-skilled work in water system operation, maintenance, installation, and repair assignments. This position also performs unskilled and semi-skilled work in operations and maintenance at groundwater treatment plants, well field, booster stations, flow control valves, and chemical feed systems. This is a Journeyman position. This position will serve as a "Shift Operator" for water treatment and water distribution activities as defined in California Code of Regulations, Title 22, Chapter 13, Operator Certification.

EXAMPLES OF ESSENTIAL DUTIES

The following are duties performed by employees in this class. Duties listed are not meant to be all-inclusive. Other duties may be required as assigned.

- Participate in performing a variety of duties associated with the installation, maintenance, and repair of the water distribution system including: main line repair, service line installation, replacement, and repair; main line valve installation, replacement and repair; water main line flushing; pipe cutting; line tapping; water meter installation, replacement, reading, repair and testing; and main line and hydrant valve turning and flushing.
- Operate a variety of tools and equipment including backhoes, dump trucks, jackhammers, pavement saws, compressors, pneumatic tools, and hand and power tools.
- Maintain safe traffic control around work areas in accordance to the latest edition of the Work Area Traffic Control Handbook (WATCH) and/or other traffic standards.
- Perform best management practices for water system releases.
- Shift operator for groundwater treatment plant(s). Performs activities related to water system maintenance, disinfection, chemical feed, water quality, water supply, and production.
- Operates a Supervisory Control and Data Acquisition (SCADA) system.
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
- Responds to customer inquiries.

- Respond to water distribution, production and treatment system emergencies.
- Performs after hour on-call duties for water production and treatment system related calls.
- Perform related duties as assigned.

OTHER DUTIES

- Performs other duties as assigned.

JOB STANDARDS / SPECIFICATIONS

Knowledge of:

- Methods, materials, and equipment used in water system installation, maintenance, and repair work.
- Installation, maintenance, repair, and testing of water meters and water service lines.
- Methods, materials, equipment used in basic plant facilities maintenance work.
- Demonstrated knowledge, skill and experience with water supply, water quality, water systems maintenance, processes, including disinfection, pump/plant maintenance, and lubrication.
- Demonstrates a working knowledge and understanding of all safety practices for handling water treatment chemicals.
- District policies and procedures related to services and public interaction.
- Work safety standards and regulations.
- Recordkeeping practices and procedures.

Ability to:

- Perform skilled installation, servicing, and repair of meters and service lines.
- Stand, climb, walk, lift, bend, pull and/or push, grasp, reach, stoop and crouch, sit, type, read, write, color determination, speak and listen for extended periods of time.
- Read and interpret water distribution maps, plans and As-Builts.
- Deal tactfully and courteously with the public.
- Perform a variety of maintenance work at water treatment plants, pumping stations, and associated facilities.
- Establish and maintain cooperative relationships with those contacted during the course of work.
- Maintain and update plant and maintenance records and logs.
- Operate a variety of equipment, including but not limited to a backhoe.
- Operate PCs.
- Operate motor vehicles and power-driven equipment used in water service work.
- Communicate clearly and concisely, both orally and in writing.
- Must be able to work standby shifts and respond to routine and emergency after-hour calls.

TYPICAL PHYSICAL ACTIVITIES

- Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 65 pounds.

- Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work.
- Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat.
- Communicates orally with District staff in face-to-face, one-to-one settings.
- Operates District vehicles and various equipment.
- Regularly uses a telephone and radio for communication.
- Uses office equipment such as computer terminals and copiers.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges with or without correction.

ENVIRONMENTAL FACTORS

- Exposure to the sun: 50% to 100% work time spent outside a building and exposed to the sun.
- Work above floor level: Some work done on ladders or other surfaces from 4 to 12 feet above the ground.
- High temp: Considerable work time spent in high temperatures.
- Low temp: Considerable work time spent in low temperatures.
- Wetness: More than 10% of the work time getting part or all of the body and/or clothing wet.
- Noise: Occasionally there are unusually loud sounds.
- Slippery surfaces: Occasional work on unusually slippery surfaces.
- Dust: Works in or around areas with minor amounts of dust.
- Oil: Some parts of the body in contact with oil or grease occasionally.
- Irregular or extended work hours: Occasionally required to change working hours or work overtime.

DESIRABLE QUALIFICATIONS

- Any combination of education and experience that would likely provide the necessary knowledge and abilities is qualifying.
- A typical way to obtain the knowledge and abilities would be:
- Experience: two years of responsible work experience in the installation, maintenance, and repair of water systems, including some experience with field customer relations and performing water treatment operations and water supply facility operations.
- Training/Education: High school graduation, or satisfactory equivalent, preferably supplemented by college level course work in water supply, water treatment, supervision, public administration, construction management or related subjects.

LICENSE CERTIFICATE REGISTRATION REQUIREMENTS

- Valid California Class C Driver License is required at the time of appointment.
- Grade II Water Distribution Operator certificate issued by the California Water Resources Control Board.
- Grade II Water Treatment Operator Certificate issued by the California Water Resources Control Board. Grade III Water Treatment Operator Certificate preferred.

- Cal OSHA 10 Hour Construction Safety (certificate of course completion).

Failure to obtain or maintain such required license(s) may be cause for disciplinary action.

The District may allow an appropriate amount of time to obtain required certifications, as specified and agreed upon at the time of assuming position.