WATER SUPPLY OPERATOR I-II

DEFINITION

Under general supervision of the Water Supply Supervisor; operates, inspects, cleans, maintains, and repairs the District's conveyance systems; which includes recharge basins, ditches, canals, creeks, rivers, drains, pipelines; and related facilities, structures and appurtenances. During the non-irrigation season the Water Supply Operator provides support to the District's construction and heavy maintenance activities.

DISTINGUISHING CHARACCTERISTICS

Water Supply Operator I is the entry-level class in the Water Supply Operator series. Positions in this class typically have some related work experience but no certifications or mastery of job duties. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned. This classification may work independently or work as part of a crew.

Water Supply Operator II is the journey level class in the Water Supply Operator series. It is distinguished from the Water Supply I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual, or unique situations arise and are fully aware of the operating policies and procedures. This classification may work as part of a crew, work independently, or be assigned as a lead worker when needed.

EXAMPLES OF DUTIES

The duties listed below are illustrative only and are not meant to be a complete exhaustive listing of all the duties and responsibilities of the Water Supply Operator classification:

Operator Duties:

- Understands and operates the District's water conveyance systems.
- Records meter and gauge readings.
- Inspects canals and ditches for leaks and makes or assists with necessary repairs.
- Responds to customer inquiries and complaints regarding the delivery of water.
- Establishes and maintains cooperative working relationships with co-workers, outside agencies, customers, and the public.
- Responds to emergency calls at all times.
- Keeps supervisors informed of problems or issues related to the conveyance systems and related issues affecting the District.
- Inspects, cleans, repairs, and maintains the District's conveyance systems, which includes recharge basins, ditches, canals, creeks, rivers, drains, pipelines; and related facilities, structures and appurtenances.
- Supports construction work.
- Operates basic construction equipment such as a compaction whackers and vibrators, jackhammers, tampers, cutters, backhoe, loader and dump truck.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities in a safe manner.
- Other duties as assigned.

Typical Physical Activities:

- Operates District vehicles and equipment for operation, inspection, cleaning, and maintenance of the District's conveyance systems, which include recharge basins, ditches, canals, creeks, rivers, drains, pipelines and related facilities, structures and appurtenances.
- Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 50 lbs.
- Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work.
- Works in an environment with exposure to dust, dirt, poor air quality, and significant temperature changes between cold and heat.
- Must be capable of working safely in confined spaces.
- Communicates orally with District staff in face-to-face and one-on-one settings, as well as in writing when necessary.
- Regularly uses a telephone for communication.
- Uses office equipment such as computers, copiers, and facsimile machines.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges.

EMPLOYMENT STANDARDS

Knowledge of:

- Methods, tools, materials and equipment used in conveyance system operation, maintenance, and repair work.
- Basic arithmetic.
- Proper work safety standards.

Ability to:

- Be a lead worker as assigned and/or perform duties with minimal supervision.
- Read and write in English and perform accurate mathematical calculations.
- Perform operation, inspection maintenance, and repair of mechanical systems.
- Perform heavy physical labor requiring strength, dexterity, and agility.
- Skillfully use the hand and power tools involved in data collection, construction, maintenance, and repair work.
- Operate motor vehicles and power-driven equipment used in conveyance system operation, maintenance, and repair work.
- Deal tactfully and courteously with customers and the public.
- Follow oral and written directions.
- Establish and maintain cooperative working relationships.
- Communicate orally and in writing.
- Work flexible irregular schedules.
- Participate in stand-by duty, as required.

Environmental factors:

- Exposure to the sun: 50% to 100% of daily work time is spent outside and exposed to the sun.
- Work above floor level: Some work done on ladders or other surfaces above the ground.
- High temp: Considerable work time in high temperatures.
- Humidity: Work in areas with unusually high humidity.

- Wetness: Some work time getting part or all of the body and/or clothing wet.
- Noise: Occasional exposure to unusually loud sounds.
- Slippery surfaces: Occasional work on unusually slippery surfaces.
- Oil: Some parts of the body may contact oil or grease.
- Dust: Works in or around dusty areas.
- Irregular or extended work hours: Occasionally required to change working hours or work overtime.

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:

Required Certification/Education/Experience/License:

- Certification:
  - Water Supply Operator I
    - No certification required
  - Water Supply Operator II
    - Possession of a Telescoping Boom Crane Certification
    - Possession of a California Class A Driver's License
    - Possession of a Grade 1 (D1) Distribution Operator Certification issued by the California State Water Resources Control Board
- Education:
  - Completion of a High School Diploma or equivalent.
- Experience:
  - Two (2) years of responsible work experience in conveyance systems maintenance, repair and construction work.
- License:
  - Possession of a valid Class C Driver's License issued by the California Department of Motor Vehicles may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.
  - Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years.

The specific statements in each section of this job description are not intended to be all-inclusive. They represent typical elements and are necessary to successfully perform the job.