

## **SENIOR WATER DISTRIBUTION/PRODUCTION OPERATOR**

### **DEFINITION**

Under general supervision, plans multiple projects and provides lead direction to crews involved in the construction, maintenance, and the distribution of potable water or the production of ground water for the City's water systems.

### **SUPERVISION RECEIVED/EXERCISED**

This class receives supervision from a manager or designee. Provides lead direction to assigned staff.

### **DISTINGUISHING CHARACTERISTICS**

Senior Water Distribution/Production Operator is the lead level class in the Water Distribution/Production series. Incumbents lead, plan, organize and participate in the work of crews of semiskilled and skilled workers engaged in the construction and operation of water system infrastructures or the production of ground water production system infrastructures. Senior Water Distribution/Production Operator is distinguished from Water Distribution/Production Specialist in that incumbents of the latter are the advanced working level class. This class is distinguished from Water System Supervisor in that incumbents of the latter are first-line supervisors. Incumbents may be required to work evenings, weekends, and holidays. Dependent upon assignment, incumbents may be assigned to work in distribution or groundwater production.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

May include, but are not limited to, the following:

Provides lead direction to one or more crews comprised of all manner of classifications.

Plans, organizes and oversees daily activities on major construction projects, repairs and improvements to the water system.

Installs, maintains, and repairs water lines, valves, meters, fire hydrants, pressure regulators, pumps and tanks, surface water and groundwater treatment equipment, distribution, production equipment, and other water system infrastructures.

Operates and services equipment used in the repair, installation and maintenance of water system infrastructures including, but not limited to, compressors, jack hammers,

backhoes, trenchers, tractors, trucks, and any other assigned light and heavy equipment.

Make minor adjustments on service equipment; maintain tools and equipment in working order.

Operate and maintain wells, reservoirs, hydropneumatic tanks and treatment facilities; and inspects residential and commercial service issues.

Monitor and adjust water distribution and production equipment.

Install pipelines; make water line taps; install water services, fire hydrants, valves, and other water devices.

Perform field duties related to the water system; take water samples and inspect new construction.

Excavate trenches and install shoring as required by Cal OSHA rules and regulations.

Identify service and main leaks; operate pipe locators; may install and inspect backflow devices.

Read and update water distribution maps and as-built plans and blueprints.

Clean and monitor pump stations and related equipment.

Perform emergency repairs to water lines as necessary; establish proper traffic control devices.

May repair, maintain and install water meters and related service lines; read meters; turn services off and on as necessary.

Maintain logs of daily activities. Keep accurate records.

Handle complaints and answer questions from the public.

Perform minor concrete work, e.g., meter boxes, and pouring hydrant pads, pump pedestals and short sections of sidewalks and curbs.

Lay out and install traffic signs and pavement markings.

Notify underground service alert of requirement for locating, marking, notification, and pavement markings for excavation.

Depending upon assignment, may be required to locate and identify City owned water and sewer line locations for Underground Service Alert (USA).

Perform surface water, groundwater and distribution system sampling.

Provide an accounting of tools, material and labor for each project; estimates time and materials required for various projects.

Ensure efficient use of resources and professional execution of projects. Recommends and implements efficiency and productivity enhancements.

May be required to wear and use applicable PPE consistent with state mandates.

Perform other duties as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

#### **Knowledge of:**

The materials, methods, practices, equipment and tools used in the installation and maintenance of valves, hydrants, water lines, meters, regulators, pumps, surface water and groundwater treatment equipment, distribution and water services.

Occupational hazards and safety precautions of the industry; knowledge of local, state and federal statues, codes, rules and regulations governing water systems, surface and groundwater treatment and quality (e.g., Safe Drinking Water Act).

Principles and practices of water distribution maintenance and repair.

Basic principles of water treatment.

Common tools, materials, and motorized vehicles and equipment used in the maintenance and repair of a water distribution system.

Pumps, valves and backflow devices.

Basic mathematical principles.

Safe work practices and policies.

#### **Ability to:**

Locate mains, pipes, hydrants, and meters.

Safely operate assigned vehicles, tools and equipment in the installation and maintenance of the water system.

Plan and order materials necessary to accomplish assigned tasks.

Read water distribution or production maps and as-built plans and blueprints.

Perform heavy manual labor. Physical strength and agility to work outdoors under arduous conditions.

Lay out, organize, assign, train, and provide lead direction for the work of one or more crews.

Read, interpret, understand and work from construction drawings and specifications.

Accurately estimate time and materials requirements.

Perform advanced mathematical and algebraic computations.

Keep accurate records and prepare written reports.

Understand and carry out complex oral and written instructions.

Perform confined space entry.

Work with the variety of tools related to water system maintenance.

Read and understand schematic diagrams.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships at all organizational levels, including the public.

### **MINIMUM QUALIFICATIONS**

HS Diploma or GED completion;

### **AND**

Three years of full-time work experience in the testing, cleaning, maintenance, inspection, repair, installation, replacement, construction, distribution and operation of water systems.

Possession and continued maintenance of a valid Class "C" California Driver's License.

Possession and continued maintenance of a valid Water Distribution Operator Certificate, Grade D3, issued by the California State Water Resources Control Board. Failure to maintain the valid certification shall be cause for termination from this class.

**NECESSARY SPECIAL REQUIREMENTS**

Depending on assignment area: 1) may be required to obtain and maintain a valid Commercial Class "A" or "B" California Driver's License with appropriate endorsements for entire term of employment, 2) may be required to obtain and maintain a valid Backflow Certificate by the California State Water Resources Control Board.

APPROVED: (Signature on File)  
Director of Personnel Services

DATE: 8/15/2017

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REVISED: 9/22/17