

## **WATER DISTRIBUTION/PRODUCTION TECHNICIAN**

### **DEFINITION**

Under supervision, assists and participates in the maintenance, construction and the distribution of potable water or the production of ground water for the City's water systems.

### **SUPERVISION RECEIVED/EXERCISED**

Receives supervision from manager or designee. Exercises no supervision.

### **DISTINGUISHING CHARACTERISTICS**

Water Distribution/Production Technician is the entry level class in the Water Distribution/Production series. Incumbents perform semiskilled and skilled duties in the testing, cleaning, maintenance, inspection, repair, installation replacement, surface and groundwater treatment, distribution, production, construction and operation of City's water system infrastructures. This class is distinguished from Water Distribution/Production Specialist in that incumbents of the latter may provide lead instruction. It is distinguished from Laborer, in that it requires skills, knowledge and experience in water system repair, maintenance and installation. 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:

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 inspect residential and commercial service issues.

Monitor and adjust water distribution and production equipment.

Assists with the installation of pipelines; make water line taps; install water services, fire hydrants, valves, and other water devices.

Water Distribution Production Technician  
Page 2

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.

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

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.

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; some knowledge of local, state and federal statutes, codes, rules and regulations governing water systems, surface and

Water Distribution Production Technician  
Page 3

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.

Keep simple, accurate records.

Follow and prepare oral and written instructions.

Perform confined space entry.

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 simple arithmetic and mathematical computations.

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

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**

High School Diploma or GED completion or possession of a valid Water Distribution Operator Certificate, Grade D1, issued by the California State Water Resources Control Board at time of application.

**AND**

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

**NECESSARY SPECIAL REQUIREMENTS**

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

Within 12 months of appointment, possession and continued maintenance throughout entire term in this class, a valid Water Distribution Operator Certificate, Grade D1, issued by the State of California, State Water Resources Control Board. Failure to obtain and continue to maintain the valid certification within the specified time period above shall be cause for termination from this class.

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: 02/10/2020

NEW: 8/15/17  
REVISED: 9/22/17  
REVISED: 2/10/20