

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.

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

Operates and maintains wells, reservoirs, hydropneumatic tanks and treatment facilities;

and inspects residential and commercial service issues.

Monitors and adjusts water distribution and production equipment.

Installs pipelines; makes water line taps; installs water services, fire hydrants, valves, and other water devices.

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

Excavates trenches and installs shoring as required by Cal OSHA rules and regulations.

Identifies service and main leaks; operates pipe locators; may install and inspect backflow devices.

Reads and updates water distribution maps and as-built plans and blueprints.

Cleans and monitors pump stations and related equipment.

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

Repairs, maintains, and installs water meters and related service lines; reads meters; turn services off and on as necessary.

Maintains logs of daily activities and keeps accurate records.

Maintains inventory and utilizes electronic work order systems.

Handles complaints and answers questions from the public.

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

Lays out and installs traffic signs and pavement markings.

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

Locates and identifies City owned water and sewer line locations for Underground Service Alert (USA) as required depending on assignment.

Performs surface water, groundwater and distribution system sampling.

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

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

Wears and uses applicable PPE consistent with state mandates as required.
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 statutes, 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.

Skill/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 with the necessary 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 a 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

Education:

Possession of a High School Diploma or equivalent GED completion.

Experience

Three (3) years of full-time work experience in the testing, cleaning, maintenance, inspection, repair, installation, replacement, construction, distribution and operation of water systems.

SPECIAL REQUIREMENTS

Possession and continued maintenance of a valid Class "C" California Driver's License is required at the time of application and continued maintenance throughout the entire term of employment in this classification.

Possession at the time of application and continued maintenance throughout the entire term of employment in this classification a valid Water Distribution Operator Certificate, Grade D3, issued by the California State Water Resources Control Board.

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 the entire term of employment in this classification within twelve (12) months of assignment, 2) may be required to obtain and maintain a valid Backflow Certificate by the California State Water Resources Control Board throughout the entire term of employment in this classification.

PHYSICAL DEMANDS

The physical demands described here are representative of those that are necessary to safely, effectively, and efficiently perform the essential functions of this job with or without reasonable accommodation.

This classification's physical demands involve heavy work exerting up to 100 pounds of force occasionally with assistance, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Additionally, the following physical demands may be required: balancing, climbing, crawling, crouching, feeling, manual dexterity, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, standing, stooping, talking, visual acuity, walking.

APPROVED: Signature on File
Director of Personnel Services

DATE: 10/20/2025

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