

**SENIOR ENGINEERING TECHNICIAN**

Operations Engineering Department

Range: 45**Salary:**

JOB DEFINITION: Under general supervision; to perform a variety of the more difficult but sub-professional Engineering duties in the planning and installation of water, sewer and reclamation facilities; and do related work as assigned by the Operations Engineer

SUPERVISOR: Operations Engineer/Supervisor

REPORTS TO: Operations Engineer/Supervisor

DISTINGUISHED FROM LOWER RANGE POSITION(S):

Senior Engineering Technician is the highest of three Engineering Technician positions; it is distinguished from the lower Engineering Technician positions in that extensive technical, policy, and procedural knowledge and experience is required, as well as the ability to train the lower level engineering technician personnel positions.

EXAMPLE OF DUTIES:

Under direction of Operations Engineer, performs all duties of the Engineering Technician I, and II; conducts special studies and projects related to water use and production statistics; assembles and processes raw data for use in summaries and reports; assists in project planning and budget preparation; advises other engineering technicians and draftsmen regarding policies, procedures, and specifications for new construction; coordinates with health and water quality regulatory agencies to implement required monitoring and testing programs. To serve as a back-up to the Operations Engineer in technical matters of water service, department operations and procedures; may represent the Operations Engineer at inter-agency and intra-agency project planning and coordination meetings as directed.

QUALIFICATIONS:

Schooling: High School Diploma or G.E.D.

Certification(s): State of California Department of Health:

Water Treatment Operator Grade II certification;
Water Distribution Operator Grade II certification

AWWA Backflow Tester Certification
AWWA Cross Connection Specialist Certification

Experience: Five years of experience as an Engineering Technician II

License(s): Possession of a valid Class C driver's license issued by the California Department of Motor Vehicles for use of operating Agency vehicles and equipment required in the fulfillment of the job duties for this position, with an acceptable driving record.

Knowledge: Principles of algebra, geometry and trigonometry and their application to engineering; extensive knowledge of the principles and practices in domestic water, sewer, and reclaimed distribution; techniques of surveying, drafting and construction inspection; codes, regulations, safety and health precautions relating to domestic water, sewer and reclaimed service

Ability: In addition to possessing the experience, knowledge, abilities and adeptness in performing the duties of an Engineering Technician III, the candidate must effectively communicate both orally and in writing with developers, contractors, and the general public; maintain a positive image of the Agency by both personal conduct and physical appearance at all times; work cooperatively and supportively with supervisors and staff of other Agency Departments

PHYSICAL REQUIREMENTS:

Climbing: yes no **Frequency:** Continual Often Infrequently Never
Examples: Going up and down ladders, large vehicles, etc.

Bending: yes no **Frequency:** Continual Often Infrequently Never
Examples: Lifting of boxes, equipment

Sedentary/sitting: yes no **Frequency:** Continual Often Infrequently Never
Examples: Sitting at desk, driving or riding in vehicles

Standing: yes no **Frequency:** Continual Often Infrequently Never
Examples: Standing on carpet, pavement, dirt, concrete at work sites or in Agency facilities

Repetitive motion: yes no **Frequency:** Continual Often Infrequently Never
Examples: Use of computer, writing instruments, etc.

Respiratory (requiring use of respirator or face mask) yes no
Examples: When entering reservoirs, misc. agency facilities, as appropriate

WORK ENVIRONMENT:

Generally, work is performed indoors within the Agency Operations Center, which has a heating and air conditioning system. Within the Operations center, there is both overhead lighting and natural light from windows. There is a music/paging system which is on and operating throughout the work day. There are a number of pieces of office equipment that operate within the confines of the Engineering-Operations work areas, including, but not limited to: telephones, computers, computer printers, plotters, and calculators.

On occasion, work will be assigned outside the Agency Operations Center or at outlying Agency facilities and will take place in all weather conditions, including extreme heat in excess of 110°.

I have reviewed this Job Description with my Supervisor and received a copy.

Employee Signature Date

Supervisor Signature Date

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