

DESERT WATER



SYSTEM OPERATOR-IN-TRAINING

Engineering-Operations Department

Range: 30

Salary:

JOB DEFINITION:

Under supervision, to learn to: coordinate the less complex daily operation of Agency potable and recycled water storage and production facilities to meet customer demands; inspect, operate and maintain facilities used in production, storage, and treatment of potable and recycled water; produce and maintain daily operational records; and perform related duties as required

SUPERVISOR:

Water Operations Supervisor

REPORTS TO:

Operations Technician Foreman

DISTINGUISHED FROM HIGHER RANGE POSITION(S):

This is an entry level position in the System Operator series. An employee filling this position will be required to make steady, documented progress as they are trained in order to advance to a higher position within the Operations Department. Further, placement within this position requires that the employee obtain their T2 Water Treatment certification from the State of California within two years, or they will be reclassified to a Water Service Worker I position, or, if the situation warrants, released from employment.

In order to advance to a System Operator I position, an employee will be required to have basic work experience and knowledge of the Agency's facilities, as well as D1 Water Distribution and T2 Water Treatment certificates issued by the State of California.

EXAMPLE OF DUTIES:

With supervision, will learn to: operate groundwater and surface water production and storage facilities through monitoring and interpreting gauges, meters charts and SCADA (Supervisory Control and Data Acquisition) system data; change operating status of well pumps, checks the operation of automatically actuated valves, flow and pressure regulating devices to insure a continuously adequate supply of water to reservoirs and the water distribution system; divert surface water from the distribution system when warranted; balance the distribution of potable water production resources to insure reservoir operating storage levels and daily projected system demands; maintain all daily records for all operating potable and recycle pump facilities; perform daily system check of all operating system disinfection equipment; inspect all operating sites daily for possible mechanical, electrical, structural, security problems including general landscaping and security problems; clean active surface water intakes of debris; collect groundwater samples from wells, reservoirs, distribution system and surface water samples from intakes and measures disinfection residuals; perform laboratory bacteriological tests on potable and recycled water and perform general physical potable water quality tests; may be required to work a schedule other than a standard five-day work week, and with respect to stand-by, is expected to be on 24-hour emergency call and respond within 30 minutes to D.W.A. Operations Center when notified.

QUALIFICATIONS:

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

Certification(s): Grade D1 Water Distribution certification from the State of California. Successful passage of medical exam in conjunction with S.C.B.A.

Experience: Any combination of training and experience which would likely provide the required knowledge and abilities needed to train for a position within the Agency's Operations Department.

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

Knowledge of: Basic principles of water distribution mathematics; Agency source of supply and storage facilities; entry level distribution system operational procedures; chemical, physical and bacteriological characteristics of our sources of groundwater and surface water supply; water disinfection process, including the characteristics of chlorine; water pressure measurement and control; water quality levels and sampling techniques; recognition of cross connection, its' significance, and related prevention measures; various types of pumps and motors and their routine preventative maintenance; causes of cavitation and water hammer; units of electrical measurement; general safety requirements; Agency security and emergency response requirements.

Ability to: Work under supervision, understand and carry out oral or written instructions; recognize malfunctions of pumps, disinfection and related equipment; operate a variety of pumps and related equipment used in maintaining domestic water levels; make adjustments and minor repairs to pumps and related equipment; learn to read and interpret SCADA (Supervisory Control and Data Acquisition) system data, charts meters and gauges and take action as necessary; learn to make projections of water demand and required pumping activity from available data; establish and maintain cooperative professional relationships with those contacted during the course of work.

PHYSICAL REQUIREMENTS:

Climbing: yes no **Frequency:** Continual Often Infrequently Never

Examples: Going up and down ladders, getting into large vehicles, climbing into/out vaults, etc.

Bending: yes no **Frequency:** Continual Often Infrequently Never

Examples: Performing repairs, facility installations, testing of machinery, etc.

Lifting: yes no **Frequency:** Continual Often Infrequently Never

Examples: Lifting motors, vault lids, oil cans, etc.

Digging: yes no **Frequency:** Continual Often Infrequently Never

Examples:

Sedentary/sitting: yes no **Frequency:** Continual Often Infrequently Never

Examples: Driving or riding in vehicles, sitting at desk

Standing: yes no **Frequency:** Continual Often Infrequently Never

Examples: Standing on pavement, dirt, concrete at work sites or in Agency facilities

Repetitive motion: yes no **Frequency:** Continual Often Infrequently Never

Examples: Operation of hand tools such as screwdriver, wrench, hammer, etc.

Respiratory (requiring use of respirator or face mask) yes no

Examples: When entering reservoirs, recycling facilities, sewer facilities, etc.

WORK ENVIRONMENT:

Generally, work is typically performed outdoors and will take place in all weather conditions, including extreme heat in excess of 110°; on occasions, work will be assigned within the Agency Operations Center or outlying Agency facilities.

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.