



OPERATIONS TECHNICIAN II
Engineering-Operations Department

Range: 41
Salary:

JOB DEFINITION: Under general supervision of the Water Operations Supervisor and Operations Technician Foreman, to perform minor through major maintenance and repairs to vertical deep well pumping stations, booster stations, sewer lift stations, hydroelectric generators and various recycled plant equipment; and to perform related duties as required.

SUPERVISOR: Water Operations Supervisor

REPORTS TO: Operations Technician Foreman

DISTINGUISHED FROM LOWER RANGE POSITION(S):

This is the second level in the Operations Technician series. In order to advance to an Operations Technician II position, an employee will be required to (1) acquire the necessary certification, and (2) have greater working experience and knowledge than the Operations Technician I position.

In order to advance to an Operations Technician III position, an employee will be required to have greater working experience and knowledge of the Agency's facilities than the Operations Technician II position, and obtain D3 Water Distribution certification.

EXAMPLE OF DUTIES:

Perform regularly scheduled preventative maintenance work on pumping station equipment, inspect well and booster stations for proper operation, lubrication, oil levels, excessive heat, vibration and noise, leaks, performs oil testing and changing, and makes the relatively complex adjustments or repairs to correct any problems found in those areas; may participate in well meter testing and pump efficiency tests; responds to SCADA (Supervisory Control and Data Acquisition) system alarms pertaining to pumping station malfunctions; maintains and repairs pumps, replaces bearings, valves, seals and repacks pumps; checks, calibrates and maintains meters (including production and private well meters), gauges and controls; perform maintenance, testing and repair on chlorination equipment (including chlorinator injector systems, vacuum regulators, chlorine gas detection systems, pumps for liquid chlorine, halogen automatic valve closing systems, chlorine feed lines and chlorine analyzer systems), Cla-Val (or equivalent) valves and controls; performs basic lab practices in conjunction with bacteriological testing; trained to, and assists with, dealing with chlorine leaks, changing of 1-ton and 150 lb chlorine containers; under supervision of Water Operations Supervisor and Operations Technician Foreman, checks and maintains chlorine equipment and residuals within system and stream sources requiring chlorine, performs system chlorination as needed, collects system samples, well samples and chlorine residual within system perform a variety of intermediate electrical and electronic work; installs and maintains pumping station equipment in a clean and orderly condition; performs installation and maintenance repairs on Turbidimeters PH and CL2 analyzers, as well as miscellaneous SCADA (Supervisory Control and Data Acquisition) system equipment and various building equipment (such as air conditioning, lighting, etc); oversees the work of outside contractors in the case of major overhaul or installation of new pumping equipment; assists in the training and supervision of Operations Technician I personnel; may perform work as mentioned above in relation to hydroelectric and recycled water equipment; perform pump operation stand-by duties on weekends and holidays; 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; performs other duties as requested.

QUALIFICATIONS:

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

Certification(s): Grade D2 Water Distribution and Grade T2 Water Treatment Certification from the State of California.

Successful passage of medical exam in conjunction with S.C.B.A.

Experience: At least three years of experience in performing mechanical, electrical and electronic repairs to pumping stations and related equipment, or any combination of training and experience which would likely provide the required knowledge and abilities needed for this position.

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: Principles, techniques, tools, materials and equipment used in repairing and maintaining vertical deep well and reclamation pumps, booster pumps, and related equipment; water treatment and distribution standards as established by the Department of Health; common malfunctions and trouble-shooting techniques used in the repair of pumps and related equipment; basic electrical and electronic theory; various electronic test equipment such as oscilloscopes, frequency counter, radio service monitor, vibration analyzers and volt/ohm meter; and relevant safety precautions.

Ability: Work independently under general supervision, understand and carry out oral or written instructions; diagnose malfunctions and determine effective courses of action for correcting them; perform a variety of basic electrical and electronic work; maintain detailed work records; and establish and maintain cooperative and professional relationships with fellow employees.

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: Digging for electrical conduit line, etc

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.