



SYSTEM OPERATOR I
Engineering-Operations Department

Range: 35
Salary:

JOB DEFINITION: Under supervision, to coordinate the less complex daily operation of Agency potable and recycled water storage and production facilities to meet customer demands; to inspect, operate and maintain facilities used in production, storage, and treatment of potable and recycled water; to produce and maintain daily operational records; 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 first level in the System Operator series. In order to advance to a System Operator I position, an employee will be required to (1) acquire the necessary certification, and (2) have greater working experience and knowledge than the entry-level System Operator-in-Training position.

In order to advance to a System Operator II position, an employee will be required to have greater working experience and knowledge of the Agency's facilities than the entry level System Operator-in-Training position, and obtain D2 Water Distribution certification.

EXAMPLE OF DUTIES:

With supervision operates groundwater and surface water production and storage facilities through monitoring and interpreting gauges, meters charts and SCADA (Supervisory Control and Data Acquisition) system data; changes 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; diverts surface water from the distribution system when warranted; balances the distribution of potable water production resources to insure reservoir operating storage levels and daily projected system demands; maintains all daily records for all operating potable and recycle pump facilities; performs daily system check of all operating system disinfection equipment; Inspects all operating sites daily for possible mechanical, electrical, structural, security problems including general landscaping and security problems; cleans active surface water intakes of debris; collects groundwater samples from wells, reservoirs, distribution system and surface water samples from intakes and measures disinfection residuals; performs laboratory bacteriological tests on potable and recycled water and performs 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 and T2 Water Treatment Certification from the State of California. Successful passage of medical exam in conjunction with S.C.B.A.

Experience: At least one year of experience in operating potable and recycled system production and storage facilities; collecting water samples; performing bacteriological analysis, 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, methods and techniques for operating pumps, valves, electric motors, computerized and manual control systems; common modes of failure for pumps, disinfection and related equipment; principles, methods, practices and techniques utilized in chemical, bacteriological, and biological analysis; appropriate levels of disinfection and disinfection requirements; relevant safety precautions; federal and state safe drinking water laws and regulations.

Ability: Work under supervision, understand and carry out oral or written instructions; readily identify malfunctions of pumps, disinfection and related equipment; operate a variety of pumps and related equipment used in maintaining domestic water levels; makes adjustments and minor repairs to pumps and related equipment; Read and interpret SCADA (Supervisory Control and Data Acquisition) system data, charts meters and gauges and take action as necessary; 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.