

WATER SYSTEM OPERATOR
Code Number: 07242

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the final qualifications of incumbents within the position.*

SUMMARY DESCRIPTION

Under direction, performs a variety of inspection tasks involving the maintenance of water systems, reservoirs, and pump stations; monitors the operation of the SCADA system; operates a variety of maintenance and construction tools and equipment; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class within the Utilities Maintenance Worker series. Positions assigned to this class work under direction performing skilled utilities inspection and maintenance tasks of water systems, reservoirs, and pump stations. Work in this class is distinguished from that of the Utilities Maintenance Worker I/II by the greater complexity of the assignments received, the greater independence with which an incumbent is expected to operate, and the exercise of judgment and initiative in the performance of daily duties. Incumbents are expected to operate equipment and assist in the field supervision and training of new personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Performs skilled work in the inspection and maintenance of water systems, reservoirs, and pump station facilities.
- Conducts inspections of tank sites and pump stations.
- Investigates operation of pumps, valves and hardware at reservoir sites; monitors and maintains diesel pumps at assigned locations.
- Maintains, repairs and services equipment and facilities at reservoirs and pump stations; monitors, operates, and maintains the SCADA system and related equipment.
- Removes and replaces pump station apparatus.
- Operates a variety of assigned equipment and tools as directed in a safe and efficient manner to accomplish assigned tasks; cleans and maintains tools and equipment used in the field.
- Responds to public inquiries in a courteous manner; provides information within the area of assignment; resolves complaints in an efficient and timely manner.
- Assists in the supervision, training, and evaluation of assigned employees in the operation and maintenance of water systems.
- May perform after-hours emergency work.

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- Performs related duties as required.

DESIRED MINIMUM QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operations, services, and activities of water systems, reservoirs, and pump stations.
Operational characteristics of maintenance and construction equipment and tools.
Methods, techniques and safety practices used in maintaining water systems, reservoirs, and pump stations.
Operation of a computerized SCADA system.
Principles and practices of record keeping.
Occupational hazards and standard safety practices.

Ability to:

Perform skilled tasks in the inspection of water systems, reservoirs, and pump stations.
Operate a variety of maintenance equipment and tools in a safe and effective manner.
Operate, monitor, and maintain SCADA systems.
Produce reports using standard office and computer equipment as needed.
Deal effectively with the public and respond to complaints and inquiries.
Perform heavy manual labor.
Assist in the supervision and training of less experienced personnel.
Work effectively in stressful situations.
Learn and apply new information or new skills.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.
Respond and perform assigned duties in the event of a City-declared emergency.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

Equivalent to the completion of the twelfth grade.

Experience:

Two years of experience at a level comparable to the Utilities Maintenance Worker II with the City of Thousand Oaks.

Licenses; Certificates; Special Requirements:

Possession of, and the ability to maintain, certification as a California Department of Public Health Services (CDPH) Water Distribution Operator Grade D2 with the ability to obtain Grade D-3 within 18 months of hire. A valid Class B California drivers license and tanker endorsement. A Class A California driver's license may be required for some positions. Possession of, and the ability to maintain, a California Class C drivers license.

CLA-Valve certification training.

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PHYSICAL AND ENVIRONMENTAL CONDITIONS

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical: Sufficient physical ability to perform heavy manual labor; sit, stand, walk on level and slippery surfaces, reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement; lift, carry and push tools, equipment and supplies weighing 25 pounds or more; climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment. Employees in this class are required to wear respirators as required and in accordance with CAL/OSHA regulations. **Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment. **Hearing:** Hear in the normal audio range with or without correction.

Environment: Outside environment working near moving mechanical parts; travel from site to site; exposure to noise, dust, grease, fumes, gases, potentially hazardous chemicals, electrical energy, and inclement weather conditions including wet and/or humid conditions; work around water or wastewater; work on slippery surfaces; work in confined spaces; frequently works near moving mechanical parts; works in precarious places or exposed to street/road traffic; occasionally works around loud noise levels.

5/19/10 - Clarification of certification requirements.

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law.