

JURUPA COMMUNITY SERVICES DISTRICT WATER OPERATOR II / PRODUCTION

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, performs skilled work in the operation of water distribution systems; performs related work as assigned.

CLASS CHARACTERISTICS

This is an experienced working level class.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude the position if the work is similar, related or a logical assignment to the class.

These functions may not be present in all positions in multiple position classes. When a position is to be filled, the essential functions will be noted in the announcement of position availability.

Operates and monitors the functioning of valves, pumps, and other equipment to regulate the flow of water through the distribution system to meet daily demands; inspects facilities to maintain proper working order.

Monitors reservoir levels by visual inspection and insures adequate levels; reads meters, gauges, charts and instruments.

Makes adjustments to pressure reducing stations; delivers and installs chlorine cylinders; checks and adjusts the master controllers daily for distribution system chlorination; changes equipment used in system chlorination.

Shuts down system; exercises valves and equipment; flushes water mains.

Performs record keeping functions such as logging system operations and unusual operating conditions encountered.

Performs underground utility locations.

Observes safe work methods and safety precautions related to the work including safe handling and use of hazardous materials; uses appropriate safety equipment.

Provides information to customers or refers to others as appropriate; maintains good public relations.

Operates assigned vehicles skillfully and safely; inspects and fuels vehicles; reports the need for repairs and service; observes safe driving practices; operates and maintains a wide variety of hand and power tools and equipment related to work assignments.

Performs other tasks/functions deemed necessary to the daily operation of the District.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include equivalent to graduation from high school and three years of related experience, preferably in a water operations and maintenance.

Knowledge and Skill Levels

Considerable knowledge of methods, materials, tools and equipment used in the operation of water distribution systems; safe work methods and safety practices pertaining to the work; operation and maintenance of a variety of hand and power tools and equipment used in the work; methods and precautions in storing and handling chlorine and other hazardous gases and chemicals; computer applications related to the work; shop mathematics; applicable laws and regulations.

Physical Requirements

Employees must meet the following requirements which are necessary to successfully perform the essential functions of this class; communicate orally and by telephone with management, co-workers, and the public in face-to-face, one-to-one, and group settings; use office equipment such as computer terminals; sit for extended periods of

time; have hearing and vision within normal ranges; carry, push, reach and lift up to 60 pounds; occasionally stoop, kneel or crouch; sufficient manual dexterity to operate equipment; walk on uneven terrain; work in an outdoor environment with possible exposure to harsh weather conditions, heavy equipment, dust, noise, and potentially hazardous substances; stoop, kneel, crouch, and climb; work in confined spaces; work in trenches and elevated areas.

Special Requirements

Possession of a Class B California driver's license with endorsements and a satisfactory driving record.

Possession of or ability to obtain certification from District provided CPR/First Aid Training.

Possession of a Department of Health Services Water Distribution Operator Grade III; and State Department of Health Services, Water Treatment Operator Grade II.

Must meet CAL-OSHA respiratory facemask requirements.

Must be willing to assume responsibility for 24-hour operations in assigned area of responsibility or to respond to emergency situations in off hours as required.

FLSA / NON EXEMPT

Range 39

1300 Admin/job descriptions/reviewed 02/04