

## WATER OPERATOR I/II

### PURPOSE

These positions perform a variety of maintenance, operations, and repair work on the City's water distribution system, including pumps, mains, chlorinators, meters, and other equipment. Receives general supervision from the Water Operations Supervisor. No supervision exercised.

### WORKING CONDITIONS/PHYSICAL DEMANDS

Work is performed in a variety of different environments with exposure to varying weather conditions including high temperatures, rain, and wind. Work is performed with exposure to hazardous materials, smoke, gasses, and fumes; with exposure to hazards such as, moving machine parts and live electrical current; and exposure to loud and/or high frequency noise. Occasional performance of heavy manual labor; occasional standing or driving for long periods of time; use of a computer; occasional climbing, work at heights above 10 feet; working on ladders, bending, stooping, crawling, squatting, kneeling, twisting, and repetitive hand movement. Occasional lifting up to 50 pounds. Constant use of overall color vision. Frequent grasping, holding, and reaching. Frequent hearing and talking in person and via telephone. Frequent contact with other staff, outside agencies and the general public; occasional working alone. Night, weekend, and holiday hours will be required on a rotating schedule for 24/7 standby and weekend/holiday rounds.

### DISTINGUISHING CHARACTERISTICS

The Water Operator I is the entry level in the Water Operator I/II class. The Water Operator I performs the less complex duties and requires a lower level of certification. The Water Operator II is the journey level in the Water Operator I/II class. The Water Operator II performs more complex duties. Positions in this class may be required to work varying hours/shifts and to remain "on-call" in case of emergency. Positions in this class are flexibly staffed and can be filled by advancement from the entry level.

### ESSENTIAL JOB FUNCTIONS – Duties may include, but are not limited to, the following:

Operates, monitors, and maintains all system equipment, components, and related facilities, including but not limited to pumps, valves, motors, filters, chemical feed systems, chlorinators, tanks, plumbing, pump stations, wells, and control systems; reads, interprets and replaces (as necessary) meters, gauges, and charts ensuring information is properly recorded; maintains maintenance records.

Conducts well sounding.

Maintains and upgrades mechanical and electrical systems.

Operate and provide programming recommendations to the Water Operations Supervisor for the City's water system using the SCADA.

Regulates and maintains pressure gauges, switches, automatic valves, remote recorders, and control mechanisms.

Uses a variety of testing equipment and procedures.

Operates a variety of heavy equipment and hand/power tools.

Inspects assigned well sites as directed to ensure integrity, security and appropriate operations, test chemical levels and log data for production tracking; maintain and repair related grounds, structures and equipment as needed.

Makes every reasonable effort to continually improve the manner in which the job is performed and increase the quality of service to the public.

Builds and maintains positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform work in a safe manner following all City and other safety regulations, rules, policies and procedures.

Takes samples of water at various points throughout the system; performs basic chemical and physical tests on these samples; prepares other samples for delivery to certified laboratories for testing.

Performs monthly meter readings, consisting of multiple days of continuous walking.

Performs related duties as required.

## **DESIRABLE QUALIFICATIONS**

### **Knowledge and Abilities:**

Knowledge of principles, methods, and practices necessary for the operation and maintenance of water distribution; record keeping and reporting procedures; practices, tools, equipment, and materials used in a water distribution system and repair of related systems; laws, rules, regulations, and other requirements applicable to operation and maintenance of water distribution; principles and methods of preventive maintenance

programs; safe work practices and procedures; methods of construction and maintenance of water services.

Ability to perform assignments in the operation, maintenance, and repair of the City's water distribution system; inspect water distribution systems to maintain proper and safe operating conditions; collect samples and conduct field tests; skillfully use a variety of hand and power tools in the maintenance, testing, and repair of water distribution systems and equipment; operate testing equipment; operate a variety of heavy equipment including backhoe, jackhammer, compaction equipment, saw cutter, etc. used in the repair of water mains and service lines; maintain accurate records and reports; perform routine mathematical computations; operate a personal computer; exercise independent judgment and initiative within established guidelines without close supervision; deal tactfully and courteously with the public; establish and maintain cooperative working relationships; communicate effectively orally and in writing; work independently, and as part of a team.

**Experience and/or Education:**

Any combination of experience and/or education that has provided the knowledge, skills, and abilities necessary to perform at the Water Operator I/II level. A typical way of meeting these requirements is to possess the equivalent of:

**Water Operator I:**

One (1) year experience relating to the operations and maintenance of a water distribution system, including the maintenance of pumps, motors, and water production equipment is highly desired; OR One (1) year experience performing repair and maintenance tasks related to water.

AND

Possession of a high school diploma or equivalent.

**Water Operator II:** Two (2) years of experience as a Water Operator I in the City of Dixon. OR Two (2) years of experience in the operation, testing, maintenance, repair, and construction of water distribution system equivalent to a Water Operator I.

AND

Possession of a high school diploma or equivalent.

**License/Certification Requirement:**

**Water Operator I:**

Possession of a valid Class C California Driver's License and a satisfactory driving record as a condition of initial and continued employment.

Possession of a Water Distribution or Treatment certificate issued by the State Water Resources Control Board is highly desired.

Possession of or ability to obtain a Water Distribution System Operator Grade II certificate issued by the State Water Resources Control Board, Drinking Water Operator Certification Program within one (1) year of employment as a condition of continued employment in this classification.

**Water Operator II:**

Possession of a valid Class C California Driver's License and a satisfactory driving record as a condition of initial and continued employment.

Possession of Water Distribution System Operator Grade II (2) and a Water Treatment Operator Grade I (T1) certificate issued by the State Water Resources Control Board, Drinking Water Operator Certification Program.