

**WATER OPERATOR I  
CITY OF SOLVANG  
JOB DESCRIPTION**

This is not an individualized job description. It defines the general character and scope of responsibilities. It is not intended to describe and does not necessarily list every duty for a given position.

**DEFINITION**

To perform a variety of skilled and semi-skilled duties in the operation, maintenance, and repair of the City's water treatment facilities, and water supply/distribution system, and associated facilities.

**LICENSE REQUIREMENTS**

Possession of a valid California Water Treatment Operator Grade I Certificate within one year of employment with the City; Possession of an California Grade I Distribution System Certification within one year of employment with the City; Possession of a valid California driver's license.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Operate valves, wells, booster pumps and disinfection facilities to control flow of and disinfection of water; regularly monitor system functions through reading gauges, graphs, meters, and control panels.
- Operate water treatment facilities.
- Operate computer, and supervisory control and data acquisition (SCADA) system.
- Monitor chemical supplies and fill chemical tanks as required.
- Maintain logs and work sheets of operations; compile equipment readings and test results into reports.
- Check water volume and pressure; collect water samples for chlorine, physical chemistry and bacteriological tests; and perform chlorine residual tests.
- Operate a backhoe, and repair waterlines and water facilities.
- Utilize proper safety precautions for all work performed.
- Implement water conservation programs, and monitor water consumption/waste of all types of customers to assure compliance with rules and regulations.
- Turn on and off meters, read meters; post variety of notices at customer locations
- Read meters and gauges correctly and act quickly and competently.
- Wear Self Contained Breathing Apparatus (SCBA) as required for confined space entry
- Carry a mobile phone while on standby duty, which is a 7-day, 24 hour rotating Water Division scheduled shift.
- Perform other related duties as assigned.

**Minimum Requirements**

- Meet the physical requirements necessary to safely and effectively perform required duties.
- Knowledge of materials and equipment used in construction, general mechanical and electrical operations, maintenance, and repair.
- Knowledge of safe work practices including chemical storage and handling.
- Knowledge of basic record keeping and report preparation techniques.
- Comprehend practices and techniques of water pumping, disinfection, storage and distribution.
- Ability to learn to operate and maintain of a variety of water treatment machinery and equipment.

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- Ability to learn routine adjustments and minor repairs to motors, pumps, and other equipment.
- Establish and maintain a cooperative working relationship with those contacted in the course of work.
- Learn to perform and interpret tests and adjust disinfection equipment accordingly.
- Working knowledge of computers, including use of the internet.
- Ability to respond to work site for emergencies within 30 minutes of call/notification.
- Very good oral and written communication skills.

**PHYSICAL DEMANDS**

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

**PHYSICAL REQUIREMENTS**

**Physical:** Heavy - exert force of 50-100 pounds occasionally, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push/pull or move object; Constantly stand or walk; handle, grip and grasp; Occasionally sit, bend stoop, crouch, push/pull and twist at the waist; Frequently reach above, at and below shoulder level; Frequently extend neck upward, downward and from side to side; Occasionally kneel, finger/type; Rarely crawl; Frequently climb ladders, stairs and rarely scaffolding.

**Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed.

**Communication:** Ability to effectively verbally communicate to exchange information both in the field and in an office environment, to effectively hear and comprehend oral instructions and communications, and to effectively hear construction and traffic noise in the field.

**ENVIRONMENTAL CONDITIONS**

Incumbents may be required to work rotating shifts and under adverse conditions such as exposure to toxic chemicals and gases, heights, and confined space; Work both indoors and outdoors; Constantly work around machinery; Occasional exposed to excessive noise and chemicals, dust, fumes, smoke gases, odors and to slippery or uneven walking surfaces; Uses a computer, drives motorized equipment/vehicles; Rare exposure to solvents, grease or oil, flames/smoke; Work both alone and with others; Work in water distribution, wastewater collection system, and water and wastewater treatment plant environments; some exposure to water, chemicals, hazardous materials, and noise; May work at heights, in confined spaces, and in inclement weather conditions.

**EDUCATION AND EXPERIENCE**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way would be: Two years experience performing basic construction and maintenance of pipes, valves, mechanical electrical equipment and fittings; High School Diploma or equivalent is required, with general mechanical and electrical knowledge.

This is to acknowledge that I have received a copy of this job description and understand its contents.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date