

WATER OPERATOR II
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; and to perform semi-skilled construction and maintenance work on a variety of public works facilities and projects. This is the journey level class in the Water Operator series. This level maybe expected to train less experienced staff.

LICENSE REQUIREMENTS

Possession of a valid California Water Treatment Operator Grade II Certificate. Possession of a California Grade II Distribution System Certificate. 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; regularly monitor system functions through reading gauges, graphs, meters, and control panels.
- Operate computer, and supervisory control and data acquisition (SCADA) system.
- Make daily rounds of the system performing a variety of duties pertaining to water maintenance and operation.
- Monitor chemical supplies and fill chemical tanks as required.
- Maintain logs and worksheets 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.
- Inspect, flush, clean and perform minor to major repairs of water mains, lines and laterals; make taps for new services.
- Install, repair and replace fire hydrants, valves, meters and meter vaults and boxes.
- Turn on and off meters, read meters; post notices at customer locations
- Use concrete cutting and breaking equipment; operate a jackhammer; pour and assist in finishing concrete and masonry work; construct concrete forms and perform routine carpentry work.
- Implement water conservation programs, and monitor water consumption/waste of all types of customers to assure compliance with rules and regulations.
- Respond to requests and inquiries from the general public.
- Identify equipment needs for each assigned project.
- Operate a backhoe, and repair waterlines and water facilities.
- Utilize proper safety precautions for all work performed.
- Read meters and gauges correctly and act quickly and competently.
- Make routine repairs and adjustments to motors, pumps and other equipment
- Use and operate hand tools, mechanical equipment, and power tools and equipment required for the work in a safe and efficient manner.
- Maintain written records and logs as directed.

Water Operator II Cont'd

- Perform and interpret tests and adjust disinfection equipment accordingly.
- 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, methods, techniques, equipment, and tools used in general public works construction and maintenance.
- Knowledge of basic mechanical and electrical systems.
- Knowledge of basic record keeping and report preparation techniques.
- Knowledge of safe work practices including chemical storage and handling.
- Ability to learn functions, practices and purposes of water treatment systems.
- Ability to learn to operate and maintain a variety of water treatment machinery and equipment.
- Working knowledge of computers, including use of the internet.
- Very good oral and written communication skills
- Ability to respond to work site for emergencies within 30 minutes of call/notification.
- Demonstrated ability to work independently in the absence of supervision.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Ability to perform semi-skilled public works maintenance, construction and repair work.
- Ability to operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner in routine situations.

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 hear and comprehend oral instructions and communications, and to effectively hear construction and traffic noise in the field.

ENVIRONMENTAL CONDITIONS

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 exposure 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

Water Operator II Cont'd

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 provide the required knowledge and abilities is qualifying. A typical way would be: Two years of experience performing general maintenance and operation duties in a water operation; 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