

JOB DESCRIPTION

City of Patterson



Human Resources

WATER OPERATOR III

JOB SUMMARY

*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.*

Under limited supervision from the Utilities Supervisor (Water), the Water Operator III, leads and participates in work activities related to the maintenance and operation of the City's water distribution system; schedules, assigns, coordinates, trains and guides the work of assigned personnel in a lead capacity; troubleshoots the most complex operational problems; coordinates and monitors complex construction projects; and performs related work as required and/or assigned.

The Water Operator III is the lead/advanced journey-level classification in the Water Operator series. Under limited supervision, incumbents troubleshoot the most complex problems; perform a full range of skilled to advanced journey level work; coordinate and monitor assigned complex construction projects; and assign, train and guide the work of assigned personnel in a lead capacity.

SUPERVISION RECEIVED AND EXERCISED

Receives limited supervision from the Utilities Supervisor (Water).

Exercises supervision in a lead capacity of assigned personnel and oversees the work of contractors on assigned projects.

ESSENTIAL DUTIES

Typical essential duties may include, but are not limited to, the following:

Coordinates and performs construction and improvement projects as assigned.

Monitors the work of consultants; and monitors and finalizes inspections of work in the field.

Schedules, assigns, coordinates, trains, and guides the work of assigned personnel in a lead capacity.

Monitors employee and contractor work activities to ensure accuracy, completeness and compliance with established and contractual requirements, specifications and procedures.

Leads and participates in the inspection of water meters and water service lines.

Identifies and determines the cause of abnormally high consumption levels.

Opens and closes system valves and performs related adjustments, as needed, to ensure proper distribution pressure levels within each zone.

Initiates and discontinues water distribution to residential and commercial establishments as assigned.

Directs and performs the collection and transport of water samples for lab analysis; conducts bacteriological testing and monitors chlorine levels.

Flushes distribution system to maintain good water quality; and inspects and repairs pressure reducing valves to ensure proper distribution pressure levels within each zone.

Performs inspections of storage tanks and pump buildings; and appropriately programs pump stations.

Conducts the most difficult troubleshooting, diagnostics and problem solving.

Monitors the water distribution system for unauthorized and improper connections to prevent damage to the system and potential for injury.

Directs and installs, maintains and repairs water meters and related service lines and water distribution mains.

Services, adjusts and repairs motors, pumps, fire hydrants and other equipment.

Safely and effectively operates a variety of hand and power tools and equipment, including a hand held radio.

Responds to and investigates inquiries from the public and outside agencies.

Prepares and maintains a variety of and reports.

Monitors, orders, receives and maintains inventory of parts, supplies and equipment.

Maintains tools and equipment in safe and proper working condition; and maintains work areas in a clean and orderly condition.

Responds to waterline emergencies as needed.

Performs related duties as required or assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: Principles, practices and procedures related to the operation and maintenance of a water distribution system; methods, procedures and requirements for monitoring water quality levels; chlorine and other chemicals used in the adjustment of water quality levels; City specification regarding water system installation requirements; principles and practices of effective training and work direction; pumps, valves and backflow devices; related health and safety regulations and procedures; project coordination techniques; oral and written communication skills; record keeping and inventory techniques; safe work practices and legal and defensive driving practices.

Ability to: Effectively train and provide work direction to assigned personnel; plan and organize work; safely operate and effectively maintain specialized hand and power tools and equipment; learn and apply applicable city and departmental policies, practices, and procedures relative to job assignment; read and interpret maps; evaluate situations, identify problems and arrive at logical solutions; use initiative to complete work within prescribed time limits; coordinate and monitor projects and work crews; communicate effectively both orally and in writing; maintain routine records related to work performed; complete reports in an accurate and legible manner; follow

health and safety regulations; accurately perform basic to complex mathematical calculations; operate personal computers; perform legal and defensive driving techniques; exemplify an enthusiastic, resourceful and effective customer service attitude; work effectively with the public, contractors, and City staff using tact and good judgment under sometimes tense and emotionally charged situations.

NECESSARY SPECIAL REQUIREMENTS

Must be 18 years of age or older.

Must successfully pass a pre-employment medical examination, including a drug screen, fingerprint, background check and reference check.

Must be able to provide proof of U.S. citizenship or legal right to work in the United States.

EXPERIENCE and CERTIFICATIONS

Any combination of education, training and experience that would likely provide the required knowledge, skills, and abilities: Normally this would include:

Education: Must have a High School Diploma or GED equivalent. Any additional recent training, or academic courses and certification programs relevant to this job classification is desirable.

Experience: Three (3) years of water distribution or water treatment operation and maintenance experience.

License or Certificate: Possession of a valid California Class B driver's license.

Possession of a Grade III Water Distribution Operator certificate from the State Water Resources Control.

Possession of a Grade II Water Treatment Operator certificate from the State Water Resources Control Board (possession of a Grade II Water Treatment Operator certification is acceptable until the City has a water treatment facility and SWRCB will allow issuance of T3 certifications).

PHYSICAL REQUIREMENTS

Physical Requirements: Essential duties require the mental and physical ability to safely drive a variety of vehicles and operate equipment; detect odors and running water; identify mechanical noises; converse on the telephone. two-way radio and in person, often over the noise of machinery; bend, stoop, climb, and stand for long periods of time; read fine print with no color deficiencies to detect color-coded wires and read results of water color tests; manipulate small parts and components; safely lift and maneuver equipment and supplies such as fire hydrants, water meters, grates, large PVC pipe, wire spools, meter boxes, jackhammers, and other equipment and supplies weighing up to 50 pounds; and safely wear self-contained breathing apparatus while entering and working in confined spaces.

Environmental Conditions: Essential duties are performed in both an office and field environment and require the willingness and ability to work scheduled and emergency overtime; work outdoors in all weather conditions; work at night; work in confined and awkward spaces, in heavy traffic and in the presence of noxious odors, toxic chemicals, biological agents, and sewage; work in potentially hazardous areas; wear and use appropriate safety clothing and equipment, including self-contained breathing devices; and attend meetings, workshops, and seminars during work and non-work hours.

This classification is assigned to the miscellaneous bargaining unit for labor relations purposes and are subject to overtime, standby and callback assignments.

Department of Transportation (D.O.T.) Requirement: Incumbents in this job classification may be called upon, at any time, to perform safety sensitive functions, and therefore, may be subject to the Federal Highway Administration D.O.T. regulations and the City's policy concerning drug and alcohol testing as a continuing condition of employment.

FLSA Status: Non-Exempt

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