

MOULTON NIGUEL WATER DISTRICT

Classification Statement

Title: Water Systems Operator I

Department: Water Distribution

Summary:

Under the direction of the Superintendent of Facilities Operations, responsible for monitoring the domestic and reclaimed-water distribution systems through direct field control devices and/or through the use of the computer based telemetry control system.

Duties and Responsibilities:

1. Monitors the District water system, taking corrective measures to ensure a continued efficient operation. Records all reservoir levels, master meter readings, flows, and pressure reduction settings.
2. Helps maintain all reservoir altitude control valves and slide indicators. Responsible for documenting critical water system pressures and water quality.
3. Initiates and maintains daily and monthly logs of flows, maintenance records, and reservoir records.
4. Assists in coordinating water shut-downs and start-ups of new facilities. Participates in special operational and maintenance projects.
5. Operates the domestic-water and reclaimed-water distribution systems through the use of the computer-based telemetry control, monitoring, and alarm system, as well as by manual field control devices.
6. Assists in the maintenance of equipment including pumps, chlorinators, telemetry, and motor-operated valves.
7. Interfaces with Customer Service Department regarding water quality concerns and requests.
8. Actively participates in the District's routine reservoir inspection program and is responsible for draining and cleaning of the reservoirs.
9. In the absence of the Water Distribution Crew Chief and the Water Systems Operator II, oversees the daily functions of the Water Technician I and II.
10. Coordinates with Water Systems Operator II for weekend and after-hours water distribution duties.

Title: Water Systems Operator I

Department: Water Distribution

Duties and Responsibilities, continued:

11. Performs standby duties and other duties as assigned.

Qualifications:

1. High school diploma or equivalent certificate.
2. Two years of experience with a water distribution system, or previous experience in field maintenance. Must demonstrate an aptitude for mechanical equipment and the ability to learn.
3. D.O.H.S. Grade I Water Treatment Certificate, AWWA Grade I Water Distribution Certificate, and a Cla-Valve Training Certificate, or ability to obtain within on year.
4. Valid California driver's license and a safe driving record.

Physical Requirements:

Position requires the ability to work in a field maintenance environment with the ability to carry, push, pull, reach, and lift equipment and parts weighing up to 80 pounds. Must be able to stoop, kneel, crouch, crawl, and climb during field maintenance and repair work, and be able to work in an environment that could produce exposure to dust, dirt, chemicals such as, but not limited to, chlorine, chloramine, calcium hyperchloride, sodium thiosulfate, ammonia, and significant temperature changes. Must be able to stand and walk for extended time periods. Must have hearing, vision, and eye-hand coordination sufficient to operate equipment and maintain good awareness during maintenance and repair jobs.

Conduct Standard:

Interacts while working with coworkers, supervisors, and the public in a positive, cooperative, and supportive manner.

Supervisor: _____ Date: _____

Employee: _____ Date: _____

O-FO-WD-WSO 1 (9/99)