

## **WATER SYSTEMS OPERATOR I**

### **DEFINITION**

Under general supervision, to perform maintenance, operations, and repair work on the City's water distribution system including pumps, mains, meters, and other equipment; to perform a variety of operations, monitoring, maintenance, and repair work on pumps, and associated equipment; and to do related work as required. Serves as Disaster Service Worker. FLSA Status: Non-exempt. Bargaining Group: Miscellaneous Unit.

### **DISTINGUISHING CHARACTERISTICS**

This is the first working level classification in the Water Systems Operator series. Incumbents perform maintenance, operations, and repair work on the City's water distribution system and perform a variety of monitoring, maintenance, operations, and repair work on the City's water pump systems. It is distinguished from Water Systems Operator II by performing less complex work (i.e., not working on the City's water treatment system or requiring a Water Treatment certification). Incumbents in this class are subject to twenty-four hour "call out" and standby.

### **REPORTS TO**

Water Division Supervisor/Manager, Water Systems Operator II/III, or as assigned.

### **CLASSIFICATIONS SUPERVISED**

This is not a supervisory class.

### **ESSENTIAL FUNCTIONS**

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

- Reliable and dependable attendance and punctuality.
- Installs, operates, maintains, and repairs pumps, booster pumps, electric motors, and other equipment.
- Taps main and installs water service connections,
- Repairs and installs, back flow devices and blow offs.
- Installs and replaces water meters and valves.
- Reads meters and charts ensuring that information is properly recorded.
- Checks reservoirs for proper levels.
- Checks for and maintains proper pressure.
- Regulates and maintains pressure gauges, switches, automatic valves, remote recorders, and control mechanisms.
- Uses a variety of testing equipment and procedures.
- Conducts well and pump efficiency tests.
- Installs, maintains, and repairs fire hydrants, water mains, gate valves, and other water services.
- Operates backhoe, dump trucks, and other equipment.
- Operates tapping machines.

- Uses a variety of hand and power tools and welding equipment; maintains a variety of records and reports related to water distribution system services and operations.
- Responds to customer service calls related to water quality.
- Works on and maintains water wells.
- Trouble shoots pumping systems.
- Performs a variety of maintenance, repair, and construction assignments.
- Performs miscellaneous minor repair and maintenance on automotive equipment and small engines or pumps.
- May be assigned to assist other departments or divisions on maintenance and repairs as needed.
- Sets up barricades, safety cones, flag stands, signs and arrow boards for directing traffic.
- Perform related duties as assigned.

**Knowledge of:**

- Principles, methods, and practices used in public works maintenance and repair activities including installation, and operation of distribution systems, pumping systems, mains, and related facilities.
- Record keeping and reporting procedures.
- Practices, tools, equipment, and materials used in utility system maintenance and repair work.
- Laws, rules, regulations, and environmental requirements applicable to operations and maintenance of water distribution pumping systems.
- Principles and methods of preventive maintenance programs.
- Safe work practices and procedures.

**Ability to:**

- Perform a wide scope of assignments including the more complex work in the operations, maintenance, and repair of the City water distribution system.
- Inspect water distribution systems for proper and safe operating conditions.
- Skillfully use a variety of hand and power tools in the maintenance, testing, and repair of water distribution systems.
- Maintain accurate records and reports.
- Maintain appropriate certifications and licenses as designated by the City of Atwater.
- Deal tactfully and courteously with the public.
- Make sound decisions and demonstrate intellectual capabilities.
- Maintain physical condition appropriate to the performance of assigned duties and responsibilities.
- Maintain audio-visual Discrimination and perception needed for making observations, communicating with others, reading, writing, and operating assigned equipment.
- Perform duties in all weather conditions and at any time as needed including nights, weekends, and holidays.
- Work independently or in a crew situation to investigate and resolve water complaints using good judgment and tact with irate citizens.

- Establish and maintain effective relationships with those contacted in the course of work.
- Learn and follow Department operations, policies, and regulations.

**TYPICAL PHYSICAL REQUIREMENTS**

Occasionally sit; frequently stand, walk, stoop, kneel, and crouch; normal manual dexterity and eye-hand coordination; ability to crawl, lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal and written communication; use a variety of hand and power equipment and testing equipment used in the utility system maintenance, construction, and operations; use a computer and telephone.

**TYPICAL WORKING CONDITIONS**

Work is performed outdoors in varying temperatures and weather conditions; some assignments may be performed in a shop or office; exposure to hazardous materials, smoke, gasses, and fumes; exposure to hazards such as moving machine parts and electrical current; continuous contact with other staff.

**MINIMUM QUALIFICATIONS**

- Must be age eighteen (18) by date of appointment.
- Equivalent to the completion of the twelfth grade.
- Possession of a valid California Commercial Class "B" driver's license with appropriate endorsements, or ability to obtain within six (6) months of appointment.
- Possession of a California Water Distribution Operator Grade 1 certification or ability to obtain within eighteen (18) months of appointment.

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