

San Benito County Water District

Classification Unit:	Field and Office
Salary Range:	I-38, II-48
Last Revision:	September 2002

WATER RESOURCES TECHNICIAN I/II

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.

DEFINITION

To perform technical duties in the planning, development and operation of complex flood control, surface water and groundwater supply, water treatment and distribution and drainage systems; to ensure operational efficiency and compliance with established State and Federal regulations; and to perform a variety of technical work relative to assigned areas of responsibility. Both positions are emergency response positions.

DISTINGUISHING CHARACTERISTICS

WATER RESOURCES TECHNICIAN I:

This is the entry level class in the Water Resources Technician series. This class is distinguished from the Water Resources Technician II by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is typically used as a training class, employees may have only limited related work experience. Advancement to the "II" level is based on demonstrated proficiency in performing the assigned functions, and is at the discretion of higher level supervisory or management staff.

WATER RESOURCES TECHNICIAN II:

This is the journey level class within the Water Resources Technician series. Employees within this class are distinguished from the Water Resources Technician I by the performance of the full range of duties as assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the Water Resources Technician I level, or when filled from the outside, have prior experience.

SUPERVISION RECEIVED AND EXERCISED

WATER RESOURCES TECHNICIAN I:

- ❖ Receives immediate supervision from supervisory or management personnel.

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WATER RESOURCES TECHNICIAN II:

- ❖ Receives general supervision from supervisory or management personnel.

ESSENTIAL FUNCTION STATEMENTS

Essential responsibilities and duties may include, but are not limited to, the following:

- ❖ Perform a variety of functions in the operation of complex flood control, surface water and groundwater supply, water treatment and distribution and drainage systems.
- ❖ Read and interpret a variety of gauges, meters and electronic monitoring devices; collect and analyze data and prepare reports using meteorological and hydrographic devices.
- ❖ Monitor programs to measure seepage from dams; measure and record readings from open wells, piezometers and weirs.
- ❖ Inspect water facilities and equipment; initiate maintenance and repair requests.
- ❖ Interpret, prepare, maintain and update a variety of maps, charts, graphs, photographs, records and reports.
- ❖ May provide assistance in emergency situations including, but not limited to earthquakes, pipeline breaks or floods.
- ❖ Perform a broad range of professional scientific work related to water quality and environmental issues; conduct field, in-plant and office studies related to the research, planning, design and implementation of water quality, non-point source and hazardous materials programs; collect, compute and compile data and statistics.
- ❖ Perform calculations and prepare reports and estimates of costs, quantities and work for proposed water quality projects.
- ❖ Review water quality analyses, monitor results submitted by contractors and consultants for geological and hydrogeologic conditions relating to contamination.
- ❖ Interpret and explain regulatory and environmental guidelines and regulations governing water quality to the business organizations, agencies and the general public.
- ❖ Develop and maintain various databases and computer files to solve specific water quality problems; prepare and compile various documents, sketches, plans and specifications.
- ❖ Prepare a variety of technical and analytical reports and correspondence regarding water quality operations and hydrologic, biological and chemical aspects of water quality.
- ❖ May participate in and coordinate regulatory and/or permit activities and processes within the District.
- ❖ Perform related duties and responsibilities as required.

EMPLOYMENT STANDARDS

WATER RESOURCES TECHNICIAN I:

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Knowledge of:

- ❖ Operation of surface water and groundwater supply operations, services and activities;
- ❖ Operations, services and activities of water distribution systems;
- ❖ Operational characteristics of water distribution equipment;
- ❖ Operational principles of valves, pumps, meters and other mechanical devices;
- ❖ Office equipment including computers and supporting word processing or spreadsheet applications;
- ❖ Basic hydraulic, hydrologic, geologic, meteorologic and inspection principles; Mathematical principles including algebra and trigonometry;
- ❖ Pertinent federal, state and local codes, laws and regulations.

Ability to:

- ❖ Apply scientific methods and principles in the solution of water quality problems.
- ❖ Learn water quality, hazardous materials and environmental management principles, practices and terminology.
- ❖ Learn environmental issues affecting water quality programs.
- ❖ Learn to conduct a variety of water quality, quantity and environmental studies and review and analyze the results.
- ❖ Learn to develop and maintain various databases and computer files to analyze specific water quality problems.
- ❖ Maintain accurate records and prepare clear and concise technical reports.
- ❖ Learn to read and interpret maps, charts and graphs;
- ❖ Learn District confined space regulations and procedures;
- ❖ Learn to apply applicable laws, ordinances and rules to water supply, water distribution and drainage operations;
- ❖ Communicate clearly and concisely, both orally and in writing;
- ❖ Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience

- ❖ Two years of technical experience related to surface water supply, groundwater supply and water distribution, including water quality.

Training

- ❖ Equivalent to the completion of the twelfth grade supplemented by college level course work in engineering or a related field.

WATER RESOURCES TECHNICIAN II:

In addition to the qualifications for Water Resources Technician I:

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Knowledge of:

- ❖ Methods and techniques of utilizing a variety of measuring devices and recording data; Hydraulic, hydrologic, geologic, meteorologic and facility and construction inspection principles;
- ❖ District safety and confined space regulations and procedures.

Ability to:

- ❖ Read and interpret maps, charts and graphs;
- ❖ Apply applicable laws, ordinances and rules to water distribution operations;
- ❖ Prepare clear and concise records and reports.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience

- ❖ Two years of increasingly responsible experience equivalent to the Water Resources Technician I level.

Training

- ❖ Equivalent to the completion of the twelfth grade supplemented by college level course work in engineering or a related field.

WORKING CONDITIONS

Environmental Conditions

Field environment; travel from site to site; work in or with water; access and work in confined spaces and high areas; work in or around deep or fast moving waters; exposure to noise, dust, grease, smoke, fumes, gases, inclement weather conditions.

Physical Conditions

Essential functions may require maintaining physical condition necessary for walking, standing or sitting for prolonged periods of time; heavy, moderate or light lifting and carrying; bending, stooping, kneeling, crawling; climbing ladders and walking on catwalks; operating motorized equipment and vehicles.

SPECIAL REQUIREMENTS

These requirements are applicable to all positions within this series:

- ❖ Possession of a valid California Driver's License, Class C, as issued by the State of California Department of Motor Vehicles; and a driving record acceptable to the District's auto insurance provider.
- ❖ Obtain and maintain defensive drivers training certification (training provided by the District)
- ❖ Obtain and maintain CPR and First Aid training certification (training provided by the District)