



## Water Distribution Operator III

Department/Division:	Operations/Distribution
Reports To:	Chief Water Systems Operator - Distribution & Meter Services
Provides Direction To:	None
FLSA Exemption Status:	Non-Exempt
Effective Date:	12/19/2024

### GENERAL PURPOSE

Under general supervision, to install, maintain, and repair water services, valves, mains, meters, and hydrants; to operate heavy equipment used in water service work; and to perform a variety of skilled maintenance trades work. Every operator is required to serve on a rotating shift and serve “on call” with a District cell phone after hours, weekends and holidays.

### DISTINGUISHING CHARACTERISTICS

This is full performance level in the Water Distribution Operator classification series with incumbents performing the full range of water distribution work. Incumbents perform a variety of complex duties related to installing, operating and maintaining water mains, valves, hydrants, service lines, meters, and all other facilities of the District; painting of District structures; marking mains and services for Underground Service Alerts; flushing the distribution system; exercising fire hydrants and valves; raising valve boxes; monitoring and controlling flows and pressures in the distribution system; and performing related duties and responsibilities as assigned. The Water Distribution Operator III is distinguished from the Water Distribution Operator II in that the Water Distribution Operator III performs a wider range of more complex work. The Water Distribution Operator III is distinguished from the Lead Water Distribution Operator in that the Lead Water Distribution Operator performs the full range of lead level duties.

### ESSENTIAL FUNCTIONS

*The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.*

- Performs construction and fabrication of various utility water projects including footings, foundations, slabs, , frames, sidings, trenches, ditches, roads.
- Participates in the performance of a variety of water utility duties in the maintenance and repair of water plants and facilities.
- Participates in the work of crews engaged in the installation, maintenance, modification, and repair of water mains, blowers, valves, hydrants, services, meters,

- booster pumps and related infrastructure.
- Participates in training and guiding lesser skilled workers in the proper performance of duties.
- Operates a forklift, roller cement mixer, compressor, jackhammer, concrete saws, sandblaster, drills, welding equipment, and/or similar equipment and tools;
- Maintains records of work performed.
- Performs proper shoring of trenches and safety practices.
- Digs and backfills trenches; lays pipe and drills and taps water mains; locates, taps, and installs new customer services; learns to make skilled fittings and connections.
- Turns on and off water services; cleans mains and flushes the water system.
- Locates and marks water lines for contractors and District crews, responding to Underground Service Alert (USA) requests.
- Investigates leaks and reports service interruptions; repairs valves and insures that they are working properly.
- Provides courteous and expeditious customer service to the general public and District staff.
- Advises customers of leaks and suggests how to resolve the problems; informs customers of water shut offs for repairs.
- May performs a variety of related welding, carpentry, / painting, plumbing, masonry, and graffiti removal.
- Mixes, pours and finishes concrete.
- Cuts and places concrete and asphalt.
- Lays, tamps, spreads and rolls asphalt.
- May inventory and maintain levels of rebuilt valves and hydrants ready for use.
- May participates in the repair of sprinkler systems.
- Participates in the operation of power generators.
- Sets up traffic control in accordance with safety standards; flags and directs traffic.
- May locate and install irrigation sprinkler systems.
- Raises valve boxes that have been paved over.
- Cross-trains in other department job duties.
- Maintains assigned District vehicle including servicing and periodic safety checks.
- Participates in District safety meetings.
- Serves on a rotating shift and serves “on call” with a District cell phone after hours, weekends and holidays which fall within the assigned shift.
- District employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the District’s needs and respond as a Disaster Emergency Service Worker.
- Maintain prompt and regular attendance.
- Performs other related duties, as assigned.

## **QUALIFICATIONS GUIDELINES**

### **Knowledge of:**

- Water distribution procedures, equipment, materials, and hand tools.
- Water main disinfection, well disinfection, disinfectant by-products, chlorine curve chemistry, storage reservoir disinfection, and types of disinfectants.
- Distribution system layout, storage facilities, cross-connection and backflow devices, service connections, and systems map.

- Methods of trench excavation, shoring and safety.
- Procedures and methods of water utility pipeline and equipment maintenance.
- Cleaning and maintenance, excavation, installation, and repair, joints and fittings, leak detection and repair, pipe selection, and service line installation.
- Safe work practices.
- Geography and street locations in the District.

**Ability to:**

- Independently perform skilled and responsible water system maintenance duties.
- Train lesser-skilled staff in water services and repair work.
- Read, write and perform mathematical calculations at an intermediate level.
- Work from blueprints, drawings, sketches, specifications, and technical manuals at an intermediate level.
- Determine work methods and materials for assigned job.
- Repair, install, and maintain water mains, services, hydrants, meters and valves at an advanced level.
- Maintain accurate records of work performed.
- Lay and fit pipe; mix, pour and finish cement; install valves and meters.
- Perform heavy physical labor.
- Operate power-driven equipment, and welder used in water service work.
- Read and interpret plans, drawings, maps, and specifications.
- Communicate clearly and concisely.
- Understand and carry out oral and written instructions.
- Observe proper safety precautions.
- Work overtime as required.
- Operate a vehicle, observing laws and defensive driving practices.
- Locate, identify and determine causes and types of pipeline breaks.
- Use modern office equipment, including computers and software used in water distribution.
- Read, interpret and apply pertinent laws, rules, and regulations related to the work.
- Maintain accurate and complete records.
- Understand and carry out oral and written instructions.
- Communicate effectively verbally and in writing.

**Minimum Qualifications**

*Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:*

**Education:** High School diploma or equivalent.

**And**

**Experience:** Three (3) year of responsible experience in water distribution system operations, maintenance, and repair with a public agency water system, equivalent to a Water Distribution Operator II. Previous experience with welding is desirable.

**Licenses, Certificates; Special Requirements:**

Must possess an appropriate valid, Class "A" Driver's License issued by the California State Department of Motor Vehicles, and a good driving record.

Possession of SWRCB Certification as a Grade 3 Water Distribution Operator.

Possession of SWRCB Certification as a Grade 1 Water Treatment Operator.

**PHYSICAL AND MENTAL DEMANDS**

*The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this classification, an incumbent is regularly required to stand; use hands and fingers to handle, or feel; talk and hear. The incumbent is frequently required to walk and to reach with hands and arms. The employee is frequently required to sit, climb or balance and stoop, kneel, crouch or crawl. The incumbent must regularly lift and/or move up to ten (10) pounds, frequently lift and/or move up to fifty (50) pounds, and occasionally lift and/or move up to one-hundred (100) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Work involves exposure to potential harm, infectious disease and hazardous chemicals including smoke, fumes, gas, treated water, high frequency noise, dirt, dust, grease, oil, chemicals, solvents and toxic agents. Incumbents need to be able to tolerate unpleasant odors, wet conditions and uncomfortable climate conditions.

***THIS POSITION MAY BE ELIMINATED, OR THE DUTIES, QUALIFICATIONS AND TRAINING REQUIRED CHANGED BY THE BOARD OF DIRECTORS AND/OR THE GENERAL MANAGER, WHEN IN THEIR JUDGEMENT, IT IS CONSIDERED NECESSARY AND PROPER FOR THE EFFICIENT OPERATION OF THE DISTRICT.***