CITY OF FOLSOM
WATER DISTRIBUTION CHIEF OPERATOR

DEFINITION

Under direction, lead crews in the performance of duties related to the operations of the water distribution systems, and non-potable water system.

DISTINGUISHING CHARACTERISTICS

The Water Distribution Chief Operator is the lead-worker level in the Water Distribution Operator class series. Incumbents provide ongoing guidance and training to lower level staff including assigning, and reviewing work. This class is distinguished from the Water Distribution Supervisor in that the latter performs full supervisory duties.

EXAMPLES OF ESSENTIAL DUTIES

The following are duties performed by employees in this class. Duties listed are not meant to be all-inclusive. Other duties may be required as assigned.

- Train assigned employees in maintenance methods, procedures, and techniques; identify training opportunities and needs; make recommendations to Supervisor as necessary.
- Verify the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications; ensure adherence to safe work practices and procedures.
- Oversee the use, care, and operation of water distribution equipment including trucks, power tools and equipment.
- Operate a variety of tools and equipment including backhoes, dump trucks, jackhammers, pavement saws, compressors, pneumatic tools, and hand and power tools; load and unload vehicles and equipment.
- Operate Supervisory Control and Data Acquisition (SCADA) computer equipment at the water treatment plant to control and monitor flow of water.
- Participate in the evaluation of the performance of the water distribution systems such as energy efficiency, material costs, and preventive maintenance programs.
- Perform emergency repairs as necessary; respond to emergency calls at irregular hours.
- Maintain records of new installation, repair, and replacement of meters, and service mains in the water distribution system.
- Respond to citizen inquiries and complaints.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Basic principles and practices of managing, planning, and scheduling work.
- Modern equipment, methods, and developments in water distribution and water quality.
- Cross connection control.
- Pertinent federal, state, and local codes, laws, and regulations.
- Mechanical and electrical theories.
- Physical, chemical, and bacteriological processes involved in water treatment and their effects on water quality.
- Basic principles and practices of record keeping.

Ability to:

- Lead and oversee the work of assigned staff.
- Exercise sound independent judgment within prescribed guidelines.
- Interpret, explain, and enforce department policies and procedures.
- Troubleshoot and repair mechanical, electronic, and electrical malfunctions.
- Calibrate equipment, calculate figures and amounts, proportions, percentages, area, circumference, volume, flow, dosage, and feed rates.
- Apply concepts of basic algebra and geometry.

- Safely and effectively operate a variety of maintenance and construction equipment, tools and materials.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Effectively communicate verbally and in writing.
- Prepare clear and concise reports.
- Maintain safe working practices.
- Enter confined spaces.

Minimum Qualifications:

Education:
Equivalent to the completion of the twelfth grade.

Experience:
Five years of full-time experience in the installation, maintenance and repair of water distribution systems in which two years must include holding a valid Water Distribution Operator D3 certificate issued by the California Department of Public Health.

AND

License, Certificate, Registration Requirements:

- Possession of a valid Water Distribution Operator D4 certificate issued by the California, Department of Public Health.
- Possession of or ability to obtain and retain a California Class C driver license by the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

Physical Requirements:
Primary functions require sufficient physical ability and mobility to work in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movements in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight up to 50 lbs; to operate assigned equipment and vehicles; and to verbally communicate to exchange information.
Vision: See in the normal visual range with or without correction.
Hearing: Hear in the normal audio range with or without correction.

Working Environment:
Work is performed in an outdoor field environment in inclement weather conditions; exposure to noise, unpleasant odors, chemicals, and other environmental substances; work in or around water; travel to and from various job sites; exposure to hazardous traffic conditions.

Other Requirements:
Must be willing to work weekends, holidays, and shifts.

Retitled: 4-1-08
Barg Unit: Local 39
Probation: 6 months