

UTILITY SYSTEMS OPERATOR 1

DEFINITION

Under general direction, to perform a variety of maintenance, operations, and repair work on the City's water distribution system, including pumps, mains, chlorinators, meters, and other equipment; to perform maintenance, operations, and repairs on wastewater treatment facilities; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the first experienced working level in the Utility Systems Operator class series. Incumbents perform a variety of maintenance, operations, and repair work on the City's water distribution and wastewater treatment systems. It is distinguished from Utility Systems Operator 2 by performing less complex work and requiring a lower level of certification. Incumbents in this class are subject to working unusual shifts and hours, including nights and weekends, as well as being "on-call" for emergencies. There is considerable similarity in assignments between Utilities Systems Operator 1 and the Utilities Maintenance Worker class with the skill and knowledge differences based on the certification level required of incumbents.

REPORTS TO

Utilities Superintendent

CLASSIFICATIONS SUPERVISED

This is not a supervisory class.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Installs, operates, maintains, and repairs pumps, booster pumps, electric motors, chlorinators, wells, and other equipment; reads meters and charts, ensuring that information is properly recorded; checks for and maintains proper pressure and chlorine residuals; 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; maintains, operates and maintains wastewater treatment facilities; maintains logs of treatment plant operations; takes samples for submission to testing laboratories; calculates loading and feed rates needed for proper operation of treatment facilities; responds to service calls and customer complaints; operates backhoe, dump trucks, and other equipment; operates tapping machines; uses a variety of hand and power tools; maintains a variety of records and reports related to utility system services and operations; conducts field tests on the distribution system; responds to customer service calls related to water quality; works on and maintains water wells; performs a variety of maintenance, repair, and construction assignments.

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TYPICAL PHYSICAL REQUIREMENTS

Occasionally sits; frequently stand, walk, stoop, kneel, and crouch; normal manual dexterity and eye-hand coordination; ability to lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal 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.

DESIRABLE QUALIFICATIONS

Knowledge of:

- ❖ Principles, methods, and practices pertaining to the operation and maintenance of water distribution, wastewater treatment, and pumping systems.
- ❖ 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 operation and maintenance of water distribution, wastewater treatment, and pumping systems.
- ❖ Principles and methods of preventive maintenance programs.
- ❖ Safe work practices and procedures.

Ability to:

- ❖ Perform assignments in the operation, maintenance, and repair of the City utility systems.
- ❖ Inspect water distribution systems for proper and safe operating conditions.
- ❖ Collect samples and conduct field tests.
- ❖ Skillfully use a variety of hand and power tools in the maintenance, testing, and repair of utility systems and equipment.
- ❖ Operate testing equipment.
- ❖ Maintain accurate records and reports.
- ❖ Deal tactfully and courteously with the public.
- ❖ Establish and maintain cooperative working relationships.

Training and Experience:

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

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Minimum QUALIFICATIONS (continued)

Special Requirements:

Possession of an appropriate California Driver's License, as determined by the equipment operation needs and service requirements of the City.

California Grade I Wastewater Treatment Plant Operator Certification. Must be obtained within 12 months and obtain a California Grade II Wastewater Treatment Plant Operator Certification within 24 months

California Water Distribution Operator I certification Must be obtained within 18 months

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. Terms and conditions of employment are determined through a meet and confer process and are subject to the Memorandum of Understanding currently in effect.