

SOLANO IRRIGATION DISTRICT

Job Description

OPERATOR, DISTRIBUTION

Salary Range: 130-135
(Assigned Salary Range based on Certifications)
FLSA Status: Non-Exempt
Representation: General Unit

Qualifying California State Water Resources Control Board Certifications:
Possession of Distribution Level D-1 = Range 130
Possession of Distribution Level D-2 and Treatment Level T-1 = Range 135

Description

Under general direction of the Supervisor of M&I Operations/Chief Distribution Operator and/or Lead Distribution System Operator, receives on-the-job training in distribution system operations and maintenance. Performs a wide variety of semi-skilled and skilled tasks in the operation and maintenance of water distribution infrastructure for potable and non-potable systems, including water lines, pressure reducing stations, pumping plants, groundwater wells, storage tanks, treatment facilities and related equipment; routinely uses telemetry equipment and computer systems to ensure distribution system operability.

Examples of Duties

The duties specified below are representative of the range of duties assigned to this classification and are not intended to be an inclusive list.

- Operates potable and non-potable water distribution systems such as valves, motors, pumps, wells, storage tanks, chlorinators, filters, and other plant equipment; reads and interprets meters, gauges, charts, and instruments; logs plant operations, test results, unusual operating conditions, maintenance work performed, and related information. Routine decisions are made within standard operation policies and procedures, subject to approval of a Distribution System Operator, Lead or Supervisor.
- Performs daily checks of individual systems. Monitor (locally and remotely) and interpret gauges, recording devices and various instrumentation. Trouble shoot and diagnose operational errors and equipment failures and implement necessary corrective course of action.
- Works cooperatively with the public and partner agencies in areas of water quality or metering complaints, service disruption, leak investigation, and water conservation enforcement.
- Performs basic pumping plant housekeeping maintenance work such as sweeping, cleaning and trash removal.
- Maintains daily reports on water usage and delivery.
- Participates in the installation, repair, and maintenance of water meters, water valves, chlorination pumps, pump equipment and water distribution pipelines.

- Participate in the testing and inspection of water meters/backflow devices. Raise and lower valve pots and manholes.
- Cleans and maintains basic tools and equipment used on the job. Mark water lines for Underground Service Alert (USA). Take meter readings for billing may guide groups of visitors through the plant.
- Responsible for the efficient operation and maintenance of the distribution system on an assigned shift; supervisory personnel are consulted in unusual, or emergency situations not covered by operating procedures.
- Operates and monitors pumps, valves, and related equipment to regulate the flow of water through the various distribution systems; starts, adjusts, and shuts down plant operations and/or adjusts pumping stations and distribution flows to meet system pressure, storage requirements, and water quality standards.
- Answers and relays or responds to incoming telephone calls; provides information and assistance to customers and to other agencies.
- Performs related duties as assigned

Employment Standards

Knowledge Of:

- District policies, rules, regulations, and procedures.
- Operating principals and equipment used in potable and non-potable pipeline systems, pumps, and storage facilities.
- Operating principles of valves, pumps, and motors.
- Principles and methods of conducting basic chemical water analysis.
- Applicable safety precautions and procedures.
- Common public relations courtesies, practices, and techniques.

Ability To:

- Deal tactfully and courteously with the public.
- Read and write the English language.
- Communicate effectively orally and in writing.
- Understand and carry out oral and written instructions.
- Read and interpret gauges and recording devices.
- Make basic arithmetical calculations quickly and accurately.
- Perform standard water quality tests.
- Use a computer to enter and retrieve information.
- Perform minor and major plant repair work using a variety of tools.
- Diagnose operating problems and take effective course of action.
- Conduct guided tours of District facilities.
- Operate a vehicle observing legal and defensive driving techniques.
- Establish and maintain effective relationships with those contacted during work.
- Initiate and maintain effective safety practices that relate to the nature of the work.

Other Requirements:

Requires willingness and ability to:

- Work outdoors in a variety of weather conditions
- Work standby shifts, weekends, holidays, and in emergencies
- Work with and around hazardous chemicals
- Wear respiratory protection equipment
- Be available for stand-by work.

Training, Education, and Experience

Any combination of training, education and experience which demonstrates possession of the knowledge and abilities stated above to perform the duties of the position. Graduation from high school (or equivalent).

Licenses and Certification

Possession of a valid California Driver's License with a satisfactory driving record to maintain insurability.

Possession of a valid California State Water Resources Control Board Distribution Operator Level D-1 certificate upon hire.

Depending on qualifications upon appointment, as a condition of continued employment, incumbents are required to obtain the following certifications:

- A valid California State Water Resources Control Board Distribution Operator Level D-2 and Treatment Operator Level T-1 within two (2) years of appointment
- AND**
- A valid California State Water Resources Control Board Distribution Operator Level D-3 within the following two (2) years

OR

- A valid California State Water Resources Control Board Distribution Operator Level D-3 and Treatment Operator Level T-1 within two (2) years of appointment

Advancement to the Distribution System Operator, which is the next step within the job series, is based on the incumbent meeting the position minimum qualifications, prior job performance, and position availability, among other considerations.

Physical Demands

Carrying: Transport objects by holding them in hands or arms.
Hands/Arms: Operate vehicles, hand tools and equipment. Seize, hold, or work with

	hands.
Reaching:	Extend hands and arms in any direction.
Stooping:	Bend body downward and forward by bending at waist or knees.
Lifting:	Raise (above head) or lower (below knees) assorted mechanical devices, supplies and appurtenances, up to 50 pounds
Sitting	May remain in a seated position for up to 6 hours per day performing paperwork and operating computers. Ride in District vehicles
Standing	Stand for up to 7 hours per day.
Climbing	Climb in and out of equipment and facilities; ascend and descend ladders up to 50 feet. May be required to crawl in confined spaces.
Hearing	Perceive the nature of sounds at normal speaking levels with or without correction; possesses the ability to receive detailed information through oral communication which may be provided in person, by radio, or by telephone; May work in conditions with intermittent or constant noise.
Talking	Express ideas and share information by means of spoken word in person, by radio and by telephone.
Vision	Read written documents; computer screens; gauges; and operate vehicles and equipment.
Walking	Move about on foot, often through uneven terrain.
Environment	Work in conditions with intermittent or constant noise and works outside with variations of temperature and weather. Some exposure to dust, hazardous materials chemicals, fumes, and noise. May be required to operate in confined spaces. Ability to work irregular hours including any day, and any shift within a 24-hour period.

Requires sufficient physical strength and agility to perform equipment operation, inspection, and maintenance tasks, and to unload, store and transfer supplies and equipment.

Reasonable accommodations will be considered.

Physical Examination

Must pass a physical examination, which includes substance screening, before employment with the District.

Confidentiality

Work does not ordinarily involve confidential information.

Supervision

Receives general supervision from the Supervisor, Municipal & Industrial Operations/ Chief Distribution Operator and typically receives direction on specific tasks or assignments from the Lead Distribution System Operator. This position exercises no supervision.