



City of Milpitas

We invite applications for the position of: Assistant Water System Operator

Annual Salary Range: \$76,637.63 – \$93,165.80

Post Date: February 13, 2019

Close Date: February 26, 2019

Why Milpitas?

Located at the southern end of San Francisco Bay, Milpitas is a progressive community that is an integral part of Silicon Valley. As a full-service city of 389 full-time employees with water utility, sewer utility, police and fire services, Milpitas serves a diverse population of nearly 80,000. The city has an annual \$191 million operating budget and a \$315 million capital improvements budget.

Milpitas is the eighth-fastest growing city in the United States according to the US Census, and the second-fastest in California. It has the third highest job growth among the 515 qualifying cities rated by Wallet Hub. The homeownership rate is close to 70%, and the Milpitas housing market remains relatively affordable in Santa Clara County. Milpitas is often called the "Crossroads of Silicon Valley" with most of its 14 square miles situated between two major freeways (I-880 and I-680), Route 237, and a County expressway. In June 2018, Livability Magazine ranked Milpitas fifth by out of more than 2,000 American cities for "[Best Cities for STEM Workers](#)."

We encourage you to check us out at: <http://www.ci.milpitas.ca.gov/>

The Opportunity

Under direction of the Utility Maintenance Manager and/or the Water System Operator, this position will perform a variety of duties associated with the operation, maintenance, and repair of the City's water system; perform related work as required. The Assistant Water System Operator's work schedule may include weekend work, and, as necessary, emergency call-outs. This is a journey level position responsible for assisting the Water System Operator in the proper operation of the systems controlling the treatment, flow, pressure, and volume of water within the City's water distribution system. The Assistant Water System Operator is required to have a complete working knowledge of water system operations and related facilities. The Assistant Water System Operator is distinguished from the Water System Operator in that the Water System Operator has the assigned responsibility for system wide operation and supervises the tasks of the Assistant Water System Operator.

What You Will Do

Duties may include, but are not limited to, the following:

- Perform preventive maintenance on all equipment, machinery, and control systems related to the City's water system.
- Install and make minor repairs, modifications or additions to system facilities. Participate in major system repairs.
- Maintain and control water treatment facilities in the City's water system.



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- Perform a variety of tests to determine system process performance and compliance with water quality regulations.
 - Collect various water samples for laboratory analysis and perform water quality analysis tests as assigned.
 - Read and interpret gauges and recording devices.
 - Perform and maintain records and report functions as a log of system operations, test results, maintenance work performed, and unusual operating conditions.
 - Maintain the water system and operating equipment and facilities in a clean and orderly condition.
 - Sanitize storage structures
 - Operate, exercise, repair, or replace water valves.
 - Install, repair, or replace fire hydrants, water meters, backflow devices, water main and service lines.
 - Flush water distribution system.
 - Respond to water quality complaints.

Requirements

Experience:

- Two years of increasingly responsible experience in the operation, maintenance, and repair of water system facilities.

Education:

- Equivalent to the completion of the twelfth grade.

License and Other Requirements:

- Possession of or ability to obtain and maintain a valid California Commercial Driver's License with Class B endorsements as assigned.
- Possession of or ability to obtain within one (1) year of appointment Grade I Water Treatment Operator Certificate issued by the California Department of Health Services.
- Possession of a Grade D3 Water Distribution Certificate issued by the California Department of Health Services.

Special Requirements:

- Physical exam, and drug and alcohol screening.
- Visual Requirements: Discern colors
- Auditory Requirements: 100-decibel hearing



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Work is mainly performed outdoors; Ability to stand, walk, sit, climb, balance, squat, kneel, crawl, bend, and stoop at any given time; able to lift, carry, push, and pull up to 75 pounds of weight throughout the day and occasionally up to 90 pounds; exposure to outdoor elements in all weather conditions throughout the year, confined spaces, hazardous waste, sewage, chemicals, herbicides and pesticides; walk on uneven surfaces; able to travel to various locations within and outside the City of Milpitas.

Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

Submit application, supplemental questions (if applicable), resume, copies of required certificates (if applicable), on line at www.calopps.org or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd., Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the MEA bargaining group. Benefits Information is available online at:

<http://www.ci.milpitas.ca.gov/milpitas/departments/about-human-resources-2/benefits/>

http://www.ci.milpitas.ca.gov/_pdfs/hr_mou_mea.pdf

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.



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Supplemental Questionnaire

Please answer the following questions and submit with your application. Please keep each response to one page when applicable.

1. Please check the box that best demonstrates your work experience in the operations, maintenance, and repair of water system facilities.

☐ None to less than 2 years
☐ 2 years and above
2. Do you have a valid California Commercial Class B Driver License?

☐ Yes
☐ No
3. Do you have a valid Grade 1 or above Water Treatment Operator Certificate issued by the California Department of Health Services?

☐ Yes
☐ No
4. Do you have a valid Grade 3 or above Water Distribution Certificate issued by the California Department of Health Services?

☐ Yes
☐ No
5. Describe your experience performing preventive maintenance, troubleshooting, and overhauling of equipment, machinery, and control systems related to water distribution systems.
6. Describe your experience with the repair, modification, or addition of water system facilities.