



WATER OPERATOR

SALARY RANGE	\$5,245.24- \$6,375.62 per month
FILING DATE	Open Until Filled; First Application Review will be Monday, March 11, 2024
POSITION TYPE	Full Time
EXAM TYPE	Open/Competitive
HOW TO APPLY	http://www.calopps.org/city-of-seal-beach
NOTE	In accordance with the City's Personnel Rules & Regulations, Section 4.07(7) and Section 4.09(B), this vacancy will be filled from an Open/Competitive Employment List.



POSITION

Under general supervision, plans, performs maintenance and repair work of the City's utility systems and does related work as required.

The Water Operator is an entry-level position. Incumbents learn and perform a variety of semi-skilled duties in the construction, operation, maintenance, and repair of the City's potable water distribution and distribution, wastewater, stormwater systems, equipment, and facilities.

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.

1. Inspects and maintains pump and booster stations and associated equipment; analyzes, treats, monitors, and records water quality; tabulates flow rates to maintain proper reservoir levels; analyzes chlorine residual tests and makes adjustments.
2. Measures monthly well levels; acquires well samples for lab testing; operates SCADA monitoring equipment.
3. Performs water meter testing, system meter repairs, and related maintenance; may tabulate flow rates to check for accuracy.
4. Manages pumping station equipment servicing as needed; services and maintains system pumps and associated apparatus.
5. Assists with testing and repair or backflow prevention devices according to County regulations.
6. Performs hydrant flushing program; repairs hydrants and exercises valves.
7. Handles water quality complaints and records in logbook; provides data for regulatory agency reporting.
8. Performs pipeline, facility, and related system maintenance; exercises valves; repairs breaks and leaks; monitors blow-off and air relief; marks for Underground Service Alert (USA) tickets; inspects installation of associated infrastructure.
9. Operates a variety of equipment and tools such as loaders, combination vehicles, backhoes, bobcat, forklift, pneumatic tools, jackhammers, and tampers.
10. Performs monitoring rounds at station and collection system, and repair as necessary.
11. Conducts upkeep at water well and reservoir sites; makes repairs to facilities.
12. Maintains records and logs of daily activities.
13. Responds to emergency calls as needed.

QUALIFICATIONS

Knowledge of:

- Operational characteristics of water distribution, production, and wastewater collections systems.
- Construction engineering and maintenance practices related to water and sewer systems.
- Safety standards related to trenching and construction, water mains, pipe fittings, meters and water storage, treatment, distribution, and pumping facilities.
- Basic mathematical calculations.
- Safe and correct handling of water samples for testing.
- Materials, machinery and tools used in water and sewer work.
- Traffic delineation techniques.

Ability to:

- Read and interpret engineering plans, specifications, working drawings, and maps.
- Analyze and document water quality data.
- Analyze and compute dosage rates.
- Demonstrate the safe and efficient operation of equipment, tools, water and sewer equipment.

- Maintain accurate work records.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with staff, contractors, managers, and general public.

EXPERIENCE/EDUCATION/LICENSES/SPECIAL REQUIREMENTS

EXPERIENCE One year of experience in water production and distribution and wastewater systems is required.

EDUCATION High School graduation or G.E.D. equivalent, supplemented by college coursework or technical training in water quality, treatment, and distribution training and certification in water and sewer maintenance and distribution systems.

LICENSES Valid Class C California Driver’s License, acceptable driving record, and evidence of insurance.

Possession of a Grade II Water Distribution Certificate issued by the State of California Heath Department is required. Possession of a Grade II Water Treatment Operator’s certificate issues by the State of California is desirable. CWEA Grade II Wastewater Collections System Certification is desirable.

Confined space entry, trenching, and hazardous materials training and certification is required within six months of assignment to this position.

SPECIAL REQUIREMENTS Must be available for on-call, stand-by, and emergency call service.

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.

Physical Demands:

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach above and below shoulder level with hands and arms. The employee must have the ability to frequently sit, stand, walk, bend, stoop, squat, and climb ladders, as well as work in confined spaces. The employee occasionally lifts and moves supplies, power and hand tools, barricades, delineators, and cones weighing up to 50

pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

Metal Demands:

While performing the duties of this class, the employee must be able to use written and oral communication skills; read and interpret data, information and documents; interpret and explain policies and procedures; use math and mathematical reasoning; learn and apply new information or new skills; work under deadlines with interruptions; and interact with City staff, vendors, contractors, regulatory officials, and the general public.

WORK ENVIRONMENT

The employee frequently works in both office and field settings and is subject to variable weather conditions and traffic when outdoors. The employee is exposed to wetness, moisture, heat, mechanical and electrical hazards, chemicals, and dust. The employee works near sewer areas and is exposed to noxious fumes, odors, and raw sewage. When outdoors and working near pump equipment, the noise level may be occasionally loud, at or above 85 decibels level.

BENEFITS

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| RETIREMENT | Miscellaneous employees shall pay the full 7% of their CalPERS required contribution of their compensation earnable. The City shall provide PERS Section 21354 – 2% @ 55 for miscellaneous members. New employees/members hired on or after January 1, 2013 as defined by the Public Employees’ Pension Reform Act (PEPRA) will be hired at the retirement formula in accordance with the PEPRA and other legislation. |
| DEFERRED COMPENSATION | City contributes (1%) of base salary per pay period to an ICMA 457 deferred compensation program on behalf of employee. |
| VACATION | 80+ hours based on years of City service. |
| SICK LEAVE | One (1) eight (8) hour day per month of service. |
| HOLIDAYS | Eleven (11) City holidays + two (2) Floating Holidays at the discretion of the employee. |
| INSURANCE | The City provides a comprehensive insurance program through a full flex cafeteria plan for all full-time employees, including health, dental, and vision plans. The City also provides for the employee’s dependent health insurance. |

The Holman Group, an employee assistance program, is available to employees and their families for confidential, short-term counseling.

LIFE INSURANCE City contributes (100%) towards a \$50,000 life insurance policy.

TUITION REIMBURSEMENT Tuition Reimbursement is capped each calendar year at the rate of the California State University system for up to two (2) semesters of full-time undergraduate enrollment.

SECTION 125 PLAN Allows employee to set aside funds to cover medical and dependent care expenses (pre-tax dollars).

SELECTION PROCEDURE

Please note that only online applications submitted via CalOpps are being accepted for this recruitment. Faxes, emails, or postmarks will not be accepted.

Those applicants who appear best qualified based on application materials submitted will be invited to any combination of written, performance and/or oral interview to further evaluate their job-related experience, education, knowledge, skills and abilities.

Appointment is subject to any or all of the following: preemployment medical, fingerprint processes as well as background investigation. If selected, incumbent will be required to submit written identification proving eligibility to work in the United States. A probationary period of six (6) months must be served by each employee.

Any qualified individual with a disability must provide reasonable notice to the City prior to the testing process that reasonable accommodation is required. The City of Seal Beach is an Equal Opportunity Employer.



The provisions of this job announcement do not constitute an expressed or implied contract. Any provision contained in this job announcement may be modified or revoked without notice.