



Fair Oaks Water District Job Description

POSITION TITLE: Water Quality Technician
DEPARTMENT: Operations
FLSA STATUS: Non-Exempt
DIRECTLY REPORTS TO: Operations Manager
DIRECTLY SUPERVISES: N/A
Job Description Date: January 1, 2009
Annual Salary Range: \$51,200 - \$65,000

GENERAL STATEMENT OF JOB:

Under general supervision of Operations Manager performs complex tasks in area of water quality compliance and regulations, cross-connection control and any other related duties that may be required.

ESSENTIAL FUNCTIONS:

The statements contained herein reflect general details as necessary to describe the principle functions of this job, the level of knowledge, the skills typically required and the scope of responsibility. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

1. Proficient in the understanding and implementation of the California Safe Drinking Water Act and related laws.
2. Has working knowledge of water quality sampling techniques and requirements.
3. Performs tasks to ensure compliance with water quality and environmental regulations within the FOWD. Initiate corrective action for procedural or process deficiencies.
4. Updates and executes water quality monitoring and operation plan to ensure compliance with the regulatory requirements and achieve FOWD water quality objectives.
5. Updates and executes Cross-Connection Control program.
6. Updates and executes system flushing program.
7. Maintains district databases that may include but are not limited to: source water quality, water quality compliance database, etc.
8. Responds to customer's water quality concerns and complaints.
9. Prepares reports for compliance purposes that may include but are not limited to: DHS Annual report, Consumer Confidence report, etc.
10. Conducts data analysis, summarize data with tables and graphs, prepares reports and presentations to explain causes and effects on water quality as required by Operations Manager.
11. Coordinates with District staff as necessary to ensure water quality standards and goals are achieved.

12. Refers any important items not covered by existing policies to Operations Manager.
13. May work overtime as required with additional compensation
14. Adheres to all policies, procedures & standards of FOWD and pertinent federal, state, local laws relating to position functions.

KNOWLEDGE OF:

- Equipment tools, material and methods used in the operation and maintenance of pumps, panels, chlorinating equipment, electric motors and motor control centers.
- Ground water wells and deep well turbine pumps
- SCADA systems

MINIMUM TRAINING AND EXPERIENCE:

- Must have five years progressive experience in water distribution and treatment experience
- College degree in related technical field desired.
- Any combination of training and experience may qualify if it would provide the skills, knowledge, and abilities to accomplish the job requirements.

SPECIAL CERTIFICATES:

- California Water Distribution Operator Grade II
- California Water Treatment Plant Operator Grade II
- Cross Connection Control Specialist
- Valid California Driver's License Class B or higher.

PHYSICAL REQUIREMENTS:

- Manual labor requiring continuous bending, kneeling, lifting and use of manual and power tools.
- Travel regularly by vehicle for District related duties and activities
- Exert considerable physical effort in moderate to heavy work involving stooping/kneeling, pushing/pulling, climbing/balancing and lifting/carrying
- Operate various types of machinery and equipment such as the drill press, tapping machine, grinder, compactor, boring machine, hydraulic pump, jackhammer, pipe locator, and spade.
- Differentiate between and perceive color, sound, smell, taste, texture and form.
- Operate a variety of automated office machines.
- 20/20 sight preferred or equivalent using corrective lenses as necessary.
- Ability to hear low tones or directions over loud noises.

ENVIRONMENTAL ADAPTABILITY:

- Work both indoors and outdoors, during all types of weather.

Fair Oaks Water District is an equal opportunity employer and makes employment decisions on the basis of merit. We want to have the best available person in every job. District policy prohibits unlawful discrimination based on race, color, creed, sex, religion, marital status, age, nation origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state or local laws. All such discrimination is unlawful. In compliance with the American Disabilities Act, Fair Oaks Water District will provide reasonable accommodations to qualified individuals with disabilities, and encourages both prospective employees and incumbents to discuss potential accommodations.

I have received, read and understand the above job description.

Name (Please Print): _____

Signature: _____

Date: _____

Supervisor Name (Please Print): _____

Signature: _____

Date: _____

General Manager: Tom R. Gray _____

Signature: _____

Date: _____