



Fair Oaks Water District Job Description

Water Supply Operator

DEPARTMENT: Water Supply Operations
FLSA STATUS: Exempt
DIRECTLY REPORTS TO: Water Supply Superintendent
DIRECTLY SUPERVISES: N/A
JOB DESCRIPTION DATE: January 1, 2026
ANNUAL SALARY RANGE: \$90,438.40 - \$122,054.40
JOB CLASSIFICATION: Regular Full-Time, DOT Safety Sensitive

General Statement of Job:

Under general supervision of Water Supply Superintendent, performs skilled work on groundwater production and distribution facilities including maintenance, calibration, operation, and repairs to pumps and motors, pressure reducing facilities and disinfection equipment, maintenance and operations of SCADA and any other related duties that may be required at the Fair Oaks Water District (FOWD).

Essential Functions:

The statements contained herein reflect general details as necessary to describe the primary 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. Under general supervision, installs, inspects, operates, and provides ongoing maintenance and repair of water supply facilities and equipment.
2. Maintains records for production facilities; presents reports to Water Supply Superintendent; monitors pumping station and other facilities as necessary; responds to customer complaints such as low pressure and water quality.
3. Maintains and submits records or materials used on jobs; writes location cards when necessary and completes assigned paperwork as required.
4. Maintains and monitors Supervisory Control and Data Acquisition (SCADA) system; provides recommendation for upgrades and improvements of telemetry system.
5. May review improvement plans for FOWD water supply facilities. Assists Water Supply Superintendent with the inspection of the construction of water supply projects and maintains daily logs.
6. Works performing the duties of the FOWD Distribution System Operator (DSO) job classification when required.
7. Consistently reviews existing policies and procedures related to water supply operations and provides suggestions to the Water Supply Superintendent for areas of improvement.
8. Performs duties of the FOWD Water Quality Technician when required.
9. Adheres to all policies, procedures, and standards of FOWD and pertinent federal, state, and local laws relating to position functions.

10. May operate a vehicle in excess of 26,001 GVWR with a Class A CA driver's license in adherence to the Department of Transportation (DOT) regulations.
11. Receive direction from the Operations Manager as required.

Other Duties

1. May be routinely required to dig and backfill trenches using hand tools or mechanical equipment.
2. May be required to alternate among such duties as landscaping, concrete work, painting, carpentry, caulking, and welding.
3. Stocks vehicle to ensure materials are on hand for each job; maintains a truck tool inventory.

Job Standards/Specifications

Knowledge of:

- Equipment tools, material, and methods used in the operation and maintenance of pumps, pressure regulating valves, chlorinating equipment, electric motors, and motor control centers.
- Journeyman level water distribution and water treatment concepts.
- Ground water wells, deep well turbine pumps and vertical turbine pumps.
- SCADA systems.
- Knowledge of DOT regulations for performing safety sensitive functions.

Ability To:

- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to interpret designs, plans, and understand construction specifications.

Typical Physical Activities

- Manual labor requiring continuous bending, kneeling, lifting, and use of manual and power tools.
- Travel regularly by vehicle for FOWD 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 shovel.
- 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 Factors

- Exposure to the sun: Work time spent outside a building and exposed to the sun.
- High Temp: Considerable work time in hard manual labor in temperatures between 80 or more degrees.
- Wetness: May get part or all of the body and/or clothing wet.
- Noise: Occasionally there are unusually loud sounds.
- Slippery surfaces: Occasional work on unusually slippery surfaces.

Desired Qualifications:

- Minimum of five years' experience in water distribution and treatment with increase in responsibility.
- Minimum of two-year college degree desired.
- Working knowledge of Microsoft Office software applications.
- Any combination of training and experience may qualify if it would provide the skills, knowledge, and abilities to accomplish the job requirements.

Required Licenses/Certifications:

- California Water Distribution Operator Grade II
- California Water Treatment Plant Operator Grade II
- California Certified Cross Connection Control Specialist
- Graduation from High School or the equivalent.
- Valid California motor vehicle operators commercial class A license, or ability to obtain one within one year of employment.

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, and 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: _____

Water Supply Superintendent: Paul Siebensohn

Signature: _____

Date: _____

Manager: Shawn Huckaby

Signature: _____

Date: _____

General Manager: Tom R. Gray

Signature: _____

Date: _____