

SYSTEMS OPERATOR III

JOB SUMMARY

Under general supervision, monitors and ensures the operation of the District's water distribution system, including the pump stations, reservoirs, tanks and pressure control stations; oversees the work of subordinate systems operators, and performs other related work as assigned.

The Systems Operator III is the mid journey-level position in the systems operator series. The incumbent acts as a resource person in the performance of assigned, prescheduled and emergency operations, maintenance and repair work; incumbent also performs the most advanced operations, maintenance and repair work.

EXAMPLES OF DUTIES

(Duties include but are not limited to the following):

- Reads and records reservoir levels, water connection usage, consumer usage, pressure gauges and water flow meters.
- Ensures that customers receive adequate water in volume, pressure and purity.
- Operates automated and manual controls to ensure that commitments and daily schedules, as set by customer demand and standard practice, are met.
- Operates the SCADA system and assists in programming the system.
- Operates the water distribution system by monitoring and adjusting flows from reservoirs, tanks and suppliers.
- May respond to customer complaints regarding pressure problems or distribution-related problems.
- Notifies supervisory or maintenance personnel of apparent unusual conditions.
- Assists Chief Systems Operator with preparing work schedules, and designates work procedures and practices.
- Operates disinfection equipment and determines chemical dosages required in the distribution system.
- Bypasses portions of the system during emergencies or planned maintenance shutdowns to maintain system operations.
- Coordinates and schedules planned and unplanned shutdowns; notifies customers as necessary.
- Reports operating problems and needed repairs in accordance with established procedures.
- May collect samples for determination of water quality.
- Monitors and regulates the operations and status of valves, pumping facilities and other facilities and appurtenances.
- Oversees the exercising of valves for shutdowns as needed; oversees and/or performs valve exercising, flushing and other duties related to the District's Valve Maintenance Program.

- Enters confined spaces using appropriate permit procedures and equipment, in accordance with established safety practices.
- Responsible for record keeping and preparing reports relating to system operation.
- Performs minor maintenance, repair and replacement of facilities in systems under his/her control; performs custodial duties in the buildings and yards.
- Troubleshoots automatic valves when problems occur within the water distribution system.
- Checks reservoir levels and makes adjustments to valves to maintain proper water levels; switches valves to redirect flow.
- Monitors and records lake levels at Lake Ramona along with daily weir, evaporation, rainfall and runoff.
- Calculates and records flows on a daily and monthly basis.
- Operates a small water vessel to take water samples at lakes, following established safety procedures.
- Ensures that safety equipment is in working order and that safety procedures are followed in the performance of duties. Performs plumbing, carpentry, cleaning, painting and lubricating of equipment.
- May assume responsibility in the absence of the Chief Systems Operator.
- Responds to emergency situations including those occurring after normal working hours.
- Performs other related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Operation concepts of a complex, multi-faceted water transmission and distribution system.
- Operating principles of large pumping equipment, associated motors and high voltage power systems.
- Operation record keeping procedures.
- The operation, capabilities, limitations, interrelationships and operating procedures of the District water distribution systems.
- Control valves used in the water industry.
- Mathematics applicable to water works operations.
- Basic water chemistry.
- Safety precautions pertaining to the work, particularly relating to the operation of large pumps and motors and high electrical voltages.
- Basic principles of hydraulics
- Basic principles of supervision, leadership and training.
- Emergency response procedures.

Ability to:

- Read meters and calculate water usage accurately.
- Perform basic-level pump, motor and valve inspection and repair.

- Maintain accurate records; read and interpret plans, specifications, and operating and technical manuals.
- Perform skilled-level water systems operation work in the operation of a water conveyance and distribution system.
- Recognize unusual or dangerous operating conditions and take rapid appropriate action.
- Monitor and control (remotely and on-site) pumping plant operations without readily available supervision.
- Train and oversee the work of others.
- Operate a vehicle observing legal and defensive driving practices.
- Understand and carry out oral and written instructions.
- Be available for overtime, standby and after hour emergencies.

Experience and Education:

Any combination of training, experience and education that could likely provide the required knowledge and abilities stated above, and the ability to perform the duties of the position would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Three years of experience of a mechanical nature, including experience in maintaining water system valves, electrical, telemetering, pump stations and reservoirs. Customer service experience is required.

Education: Formal or informal education or training at a level which ensures the ability to read, write, and perform mathematical computations and write reports at a level necessary for successful job performance.

Licenses and Certificates:

1) Possession of a valid California driver's license, Class C, with ability to maintain insurability under the District's insurance carrier. 2) Possession of a State Department of Health Services Water Distribution Operator certificate, Grade III, at time of appointment is required. 3) Possession of a State Department of Health Services Water Treatment Plant Operator certificate, Grade II, at time of appointment is required. Certification at the required level must be maintained.

Physical Demands:

Hear normal conversation in person and/or on the telephone, with or without electronic aids; see to read fine print; operate hand and power tools requiring strength and coordination; use hands and fingers repetitively to manipulate small objects and print or write legibly; regularly lift over 50 pounds and frequently, over 100 pounds, with assistance; be exposed to harsh substances; be exposed to foul odors within acceptable ranges/levels; work in confined spaces; ascend and descend ladders up to 50 feet in height; wear protective apparel including, but not limited to, goggles, face protectors, aprons, fall protection, shoes and a respirator, as required by OSHA standards; reach with hands and arms; speak in a normal voice to be able to be heard and understood on the telephone and awareness of electrical hazards.

OTHER REQUIREMENTS

May be required to work evenings and weekends and assume stand-by duty if necessary.

THE INFORMATION CONTAINED HEREIN IS SUBJECT TO CHANGE
AND DOES NOT CONSTITUTE AN EXPRESSED OR IMPLIED CONTRACT.