

JOB DESCRIPTION
Water Resources Technician I (Flex)
Water Resources Technician II
Code Number: 28015, 28016

GENERAL PURPOSE

Under general supervision, carries out a variety of field activities to support the District's groundwater management efforts; serves as representative between the District, private well owners, and others which is critical to the success of the groundwater monitoring program; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

The Water Resources Technician II class is the journey level class in the series. Incumbents are expected to independently perform duties to support the District's water resources programs. Incumbents interact with private well owners and external contacts to collect data and oversee the meter maintenance programs for the District's groundwater program. The full range of assigned duties is based on the knowledge of the District's equipment systems, standards and procedures and private wells.

The Water Resources Technician I (Flex) is the entry level class in the series. Incumbents work initially under close supervision until they demonstrate the ability to perform a full range of assigned duties independently.

Employees in this classification are subject to on-call, which may include rotating-duty schedule, weekends and 24-hour emergency call out with little or no notice. Any employee designated to serve on-call who repeatedly refuses to serve on-call, or report for emergencies, shall be subject to disciplinary action up to and including discharge.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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 this class.

Collects technical data for the District's groundwater monitoring program which includes water levels, water quality and extractions.

FLSA DETERMINATION: Non-exempt.

Gathers all required field data and installs necessary hardware to support the development and maintenance of a District-wide water resources database, including surface flow measurements, percolation testing, aquifer testing, well production, water quality and other relevant information related to water resources management.

Performs well and pump efficiency tests and troubleshooting on private wells; installs and maintains meters of various types and sizes on private wells to monitor the amount of water extracted from groundwater management zones.

Serves as a representative between the District and private well producers, Indian reservations and local water agencies; answers questions and provides information on District programs and projects; works with other District staff to formulate methods and approaches for addressing concerns of private well owners.

Performs surveying with global positioning system and transit and leveling rod to update and maintain accurate maps of District, private wells and facilities.

Assists on special construction projects including the design, rebuilding, and maintaining of imported water recharge facilities and surface water diversion facilities.

Caps/seals inactive wells to help protect underground aquifers from contamination and ensure public safety.

Performs related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

Methods and practices of effective representation of District resource management interests; principles of field program management including applicable environmental and water quality standards and state and federal regulations related to groundwater monitoring; principles of operational hydrology, well construction and operation, water quality sampling techniques and groundwater acquisition programs; modern statistical techniques used in water resource planning and water quality analysis; quality control practices for water sampling; hydraulics and electricity; distributional piping and pumping systems and EMWD's reclaimed and water distribution systems; basic surveying techniques and GPS software and hardware; pump design and operation; writing and communication skills; word processing and spreadsheet computer applications.

FLSA DETERMINATION: Non-exempt.

Ability to:

Conduct groundwater research and data collection with a high degree of accuracy; understand water quality laws and regulations; accurately collect and compile data; troubleshoot sampling and pumping equipment; use surveying transit and GPS hardware/software; metal fabrication; percolation, aquifer, and storm water testing; operate various electronic data collecting devices; establish and maintain effective working relationships with those contacted in the course of work; follow and apply written and oral work instructions; communicate effectively, orally and in writing; make sound independent judgments within established guidelines.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D equivalent and two years of responsible experience in utility or public works facility performing water quality involving responsibilities which include performing water quality sampling, meter installation, repair and inspection, field research work and data collection; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:

A valid California driver's license class C and the ability to maintain insurability under the District's Vehicle Insurance Policy.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee 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 class, employees are regularly required to sit, stand and walk; talk or hear by telephone and in person; smell; use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands or arms.

Specific vision abilities required by this job include close vision, distance vision, the ability to distinguish basic colors and shades, depth perception and the ability to adjust focus.

FLSA DETERMINATION: Non-exempt.

Employees must regularly lift and/or move up to 100 pounds.

Mental Demands

While performing the duties of this class, employees are regularly required to use oral and written communications skills; perform detailed and precise work; read documents or instructions; analyze and solve problems; observe and interpret data or information; use math and mathematical reasoning; learn and apply new information or skills; perform detailed and precise work; and meet time-sensitive deadlines.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee is frequently exposed to outdoor weather conditions.

FLSA DETERMINATION: Non-exempt.

FLEX REQUIREMENTS
Water Resources Technician I (Flex)
Water Resources Technician II

LENGTH OF TIME REQUIRED

A **Water Resources Technician I** may advance or “flex” to the **Water Resources Technician II** class after **6-24 months** of experience in the **Water Resources Technician I** class.

PERFORMANCE RATING

The incumbents must receive an overall performance rating of “good” or better on their most recent annual performance evaluation in order to flex to the higher class.

COMMENTS

The **Water Resources Technician I** must also demonstrate proficiency to perform the full range of duties as described in the **Water Resources Technician II** job description.

FLSA DETERMINATION: Non-exempt.