



## WATER PRODUCTION OPERATOR

**AGENCY/DEPARTMENT:**  
Public Works/Utilities

Approved By HR Director: Linda Matthews  
Date Approved: 01/03/2005  
Date of Last Revision: 10/30/2003

Reports to: Environmental Programs Manager  
Supervises: N/A  
Conflict of Interest Code Filer: No

**JOB SUMMARY:** Under general supervision, operates and maintains water wells and equipment to ensure that water quality meets local, state, and federal water quality regulations and standards; performs regularly scheduled water sampling and quality control of the water system; and performs other related work as necessary.

### EXAMPLES OF ESSENTIAL FUNCTIONS:

1. Drives from site to site and makes daily rounds of wells, booster stations, reservoir and water storage locations; monitors safety and security of sites and reports or corrects illegal use of water.
2. Inspects pumps, motors and other equipment; fills salt storage containers and well oilers; calculates pump run times and pumping rates and enters data into computer.
3. Removes and replaces chlorine cylinders and maintains records of chlorine consumption; reads and interprets various chart recorders, gauges, water meters, makes associated arithmetic calculations, and records results.
4. Performs preventive maintenance of pumps, motors, regulators, chlorine analyzers, turbidity analyzers, valves and water meters; repairs and replaces various defective or worn parts and equipment as needed.
5. Inspects, adjusts and performs preventative maintenance on electrical and telemetry equipment at sites; checks connections and measures equipment output.
6. Collects grab samples at remote sites; performs various types of field water testing including chlorine residual; adjusts chemical dosage accordingly.
7. Operates a 10-ton crane to pick up and replace industrial motors; operates other pieces of construction equipment and/or hand and power tools needed for the work.
8. Performs miscellaneous maintenance tasks on periodic basis, such as weed and debris removal, dirt road repair, pump house maintenance and painting of motors, pump lines, pump houses and other equipment.
9. Starts and stops pumps manually or by setting up remotely on Supervisory Control And Data Acquisition (SCADA) system; regulates water flows by controlling valves.
10. Reviews blueprints for mechanical, electrical, and structural components.

### QUALIFICATION GUIDELINES:

**EDUCATION:** High School diploma or recognized equivalent.

**EXPERIENCE:** Two years in water treatment and maintenance.

**KNOWLEDGE OF:**

- State and federal water treatment regulations.
- Potable water treatment methods.
- Plumbing and construction mechanics.
- Blue print reading and interpretation.

- Electrical principles.
- Chemistry, microbiology, and hydraulics.
- Breathing apparatus.
- Safe use of muriatic acid.
- Safe moving and installation of chlorine gas cylinders.
- Word processing and spreadsheet software.

**ABILITY TO:**

- Maintain, inspect, and service water treatment equipment, facilities, and chlorination equipment.
- Operate a computer.
- Replace piping and valves.
- Test electrical circuits and motors using voltmeters and other testing equipment.
- Communicate effectively orally and in writing.

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**LICENSES:**

- Valid Class C CA drivers license and an acceptable driving record at time of appointment.
- Obtain valid Class A CA drivers license with Tanker and HazMat Endorsements within six months of appointment.

**CERTIFICATIONS:**

- Treatment Grade 2 at time of appointment.
- Distribution Grade 2 at time of appointment.
- Obtain Distribution Grade 3 certification prior to end of probation.

**SPECIAL REQUIREMENTS:**

**DESIRABLE:**

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**FLSA Exemption Status:** Non-Exempt

**Employee Unit:** American Federation of State, County and Municipal Employees

**DOT Program Participant:** Yes

**Job Family:** Utilities - Technical/Field Maintenance

**Career Progression:**