



El Dorado Irrigation District
JOB ANNOUNCEMENT

Position: **Distribution Operator II/III**
Salary: **II: \$32.54-\$39.56 III: \$34.19-\$41.57 per hour**
Date Opened: **December 19, 2023**
Filing Deadline: **Open until filled. First review of applications on January 8, 2024.**
 Interviews tentatively scheduled for the week of January 15, 2024.

Human Resources Technician: LV

The Human Resources Department is currently accepting applications for the position of **Distribution Operator II-III** in the Drinking Water Division of Operations Department .

Under supervision performs a wide variety of semi-skilled and skilled tasks associated with the operation, maintenance and construction of the District's water distribution system; collects water samples; monitors water quality parameters in drinking water; and maintains a wide variety of State documents and records.

DISTINGUISHING CHARACTERISTICS

Distribution Operator – Grade II - This is the second certified level in the Distribution Operator series. It is distinguished from the Distribution Operator – Grade I by performance of more complex tasks and duties than those assigned to the Grade I level, as well as by duties allowed by a Water Distribution Operators Grade 2 certificate. Positions in this class are flexibly staffed and are normally filled by advancement from the Grade I level.

Distribution Operator – Grade III - This is the third certified level in the Distribution Operator series. It is distinguished from the Distribution Operator – Grade II by the ability to perform the full range of duties assigned including those that require a Water Distribution Operators Grade 3 certificate. Positions in this class are flexibly staffed and are normally filled by advancement from the Grade II level.

EXAMPLES OF ESSENTIAL DUTIES: *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Shuts down, repairs, disinfects and tests broken water mains, lines and laterals; performs Underground Service Alert location and marking; collects and analyzes water samples and monitors water quality parameters levels in drinking water.
- Performs security inspections of District treated water reservoirs and storage facilities; reports breaches and vandalism.

- Applies proper safety procedures for “lock-out/tag-out,” confined space procedures, fall protection and other safety related programs and policies; monitors confined space entry and completes necessary permits.
- Receives and responds to customer complaints and questions; investigates water quality and water pressure problems in the distribution system; investigates water waste issues and violations.
- Maintains a variety of operational, maintenance and water quality logs for department use and submittal to the State of California.
- Oversees the flushing, cleaning and pigging of existing water mains.
- Drains, cleans, disinfects, and maintains distribution reservoirs.
- Maintains and/or adjusts system flow and pressure requirements; controls flows to meet consumer demands including fire flow demands and minimum pressure requirements; operates pumps and related flow and pressure control and storage facilities manually or by using SCADA.
- Maintains, inspects and exercises water system valves and hydrants, blow-offs and air/vacuum relief valves.
- Performs a variety of inspections; collects data pertaining to the operation of the District’s distribution system and related equipment.
- Performs pressure and flow tests throughout distribution system; performs light plumbing tasks.
- Determines and controls proper disinfection and distribution residual maintenance.
- Generates work orders; develops and revises standard operating procedures for distribution facilities; updates and maintains system maps.
- Monitors developer projects to ensure District’s water quality is not impacted; coordinates with developers on the inspection, disinfection, testing and connection of new water mains.
- Calibrates and maintains a variety of diagnostic instruments.
- Assists with projects and activities related to the treatment plants and assists with special projects as requested.
- Positions at the Grade III level may be required to provide training and assistance to lower certified personnel.
- Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.
- Performs related duties as assigned.

Distribution Operator - Grade II

QUALIFICATIONS: Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Knowledge of: Drinking water standards and regulations. Water system functions and operations. Pump and hydraulic control valve operation and maintenance. Water treatment and distribution practices and procedures. Proper handling of hazardous materials. Water quality troubleshooting practices. Water quality testing procedures.

Skill/Ability to: Independently perform semi-skilled and skilled tasks associated with water distribution system operation and maintenance. Independently maintain accurate records and logs.

Experience and Education: Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience: Two years of responsible experience similar to Distribution Operator – Grade I with the El Dorado Irrigation District.

Education: Education as required by the **California State Water Resources Control Board** to obtain and retain a Water Distribution Operators Grade 2 Certificate.

SPECIAL QUALIFICATIONS

License and Certificate: Possession of a valid Water Distribution Operators Grade 2 Certificate issued by the California State Water Resources Control Board.

Distribution Operator - Grade III

In addition to the qualifications for the Distribution Operator - Grade II:

Knowledge of: Emergency response procedures. Advanced water distribution practices. Advanced knowledge of drinking water standards and regulations. Working knowledge of water systems including mechanical, electrical and instrumentation components of the systems.

Skill/Ability to: Independently troubleshoot water quality and system operational issues. Handle the more complex customer complaints. Make effective field decisions based on current policies and past practices. Provide training to lower certified personnel.

Experience and Education: Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience: Two years of responsible experience similar to Distribution Operator - Grade II with the El Dorado Irrigation District.

Education: Education as required by the **California State Water Resources Control Board** to obtain and retain a Water Distribution Operators Grade 3 Certificate.

SPECIAL QUALIFICATIONS

License and Certificate: Possession of a valid Water Distribution Operators Grade 3 Certificate issued by the California State Water Resources Control Board.