

4310

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

12/19/04

Revised

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**TITLE: UTILITIES CHIEF WATER SYSTEM OPERATOR**

**DEFINITION**

Under general supervision, to plan, assign and supervise the operation and maintenance of water wells, pumping stations, treatment plants, chlorination stations, water quality computer blending model, and canals for domestic and irrigation systems; and to do related work as required.

**REPORTS TO:** Utilities Water Systems Operations Manager

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from Utilities Water Systems Operations Manager. Exercises lead supervision over Utilities Senior Water Systems Operator, Utilities Water Systems Operator II's and Utilities Water Systems Operator I's.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Assist in the development and implementation of goals, objectives, policies and priorities.
- Assist in budget preparation and administration.
- Respond to emergencies on an on-call basis 24 hours per day, seven days per week.
- Administer the Respiratory Protection Program for chlorine usage.
- Order supplies and materials, prepare cost estimates, and assist in development of equipment specifications.
- Supervise and assist in the taking of water samples for analysis, using analysis data in maintaining quality control.
- Plan, assign, schedule and supervise employees in the operation and maintenance of water system production, boosting, treatment chlorination, reservoirs, water quality blending program, and other distribution facilities.
- Make decisions, oversee and recommend on the following: pulling, resetting, rehabilitating, disinfecting and testing domestic water wells; and draining, cleaning, disinfecting and maintaining distribution reservoirs. Determine and control proper chemical dosage rates for wellhead disinfection and distribution residual maintenance; investigate water quality problems in the distribution system; oversee the installing, tapping, re-lining, disinfecting, testing and connecting water mains and appurtenances; shutting-down, repairing, disinfecting and testing broken water mains; flushing and cleaning of existing water mains; manage stand-by emergency response duties for after hours distribution system operational emergencies; operate pumps and related flow and pressure control and storage facilities manually or by using a supervisory control and data acquisition (SCADA) system; and maintain and/or adjustment the system flow and pressure to meet standard requirements, controlling of flows to meet consumer demands including fire flow demands and minimum pressure requirements.
- Maintain records and prepare reports regarding water system operation, maintenance and quality control.
- Supervise, train and evaluate subordinates.

- Serve as acting Utilities Water Superintendent as required.

## QUALIFICATIONS

### Knowledge of:

- Equipment, materials and procedures used in the operation and maintenance of water well, pumping, treatment, chlorination and storage systems.
- Function and operation of automatic supervisory control systems; standard methods of water sampling and analysis; chlorination (gaseous chlorine and sodium hypochlorite) processes.
- Occupational hazards and standard safety precautions necessary in water system operation.
- Principles and practices of supervision, training and performance evaluation.
- Federal and California drinking water and environmental rules and regulations pertained to water utilities.
- Granular activated carbon and ion exchange treatment processes.
- Water quality blending model.

### Ability to:

- Plan, schedule, assign the work of subordinates in water system operations and maintenance.
- Assume responsibility as necessary in emergency or extraordinary situations without awaiting direction.
- Prepare report and maintain records.
- Communicate clearly and concisely, orally and in writing.
- Supervise, train and evaluate subordinates.
- Work overtime as required.

### Education and Experience:

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

Education: Associate Arts Degree with major course work in engineering, chemistry or a related field.

Experience: Four years journey level experience in the operation and maintenance of water pumping, chlorination, treatment, storage and irrigation equipment and facilities, including some supervisor experience.

**MEDICAL CATEGORY:** Group 1

### NECESSARY SPECIAL REQUIREMENT

Possession of or ability to obtain a valid California driver's license.

Possession of a Grade D5 Water Distribution Operator Certificate and a Grade T4 Water Treatment Operator Certificate issued by the California Department of Health Services.

### CAREER ADVANCEMENT OPPORTUNITIES

**FROM:** Utilities Chief Water System Operator

**TO:** Utilities Water System Operations Manager