



# CITY OF CHINO

## Water Systems Operator

### **Definition:**

Under general supervision, operates and performs preventive maintenance on City pumps, wells, water treatment systems, and related equipment; inspects, adjusts, and repairs the telemetry system; maintains City reservoirs, well sites and water production records; and performs related work as assigned.

### **Essential Functions:**

- Repair and maintain automatic control systems, liquid level controls, automatic pump, control valves, check valves, globe valves, gate valves, oil and air filters, fuses, circuit breakers, probes, circuits, relays, time delays, coils, switches, bearings, packings, mechanical seals, oil lines, drippers, and gauges.
- Monitor and maintain the telemetry system at the City yard and at all pumps, wells, and reservoirs; repair circuit boards, and well and reservoir sensors; and train other personnel in these activities.
- Perform a variety of preventive maintenance on pumps and pump motor equipment; check pumping operations and make adjustments as necessary; and perform maintenance and repair work on pump buildings and facilities.
- Adjust reservoirs to ensure adequate supply of domestic water; maintain reservoir facilities and grounds; adjust and maintain chlorinators; chlorinate storage water as directed; collect samples for bacteriological, chemical, general physical analysis, gross alpha tests, and other water quality samples, and test as required.
- Answer emergency calls from the supervisor, public, and other agencies, taking appropriate action such as placing barricades, repairing leaks, shutting off main lines, and correcting problems with the pumps and reservoir.
- Interact with co-workers at all levels in the organization in a collaborative and customer service-oriented manner.
- Maintain prompt and regular attendance.
- Perform all duties within the context of the City's Mission Statement and Organizational Values.

### **Qualifications:**

Any combination of education and experience that provides the required knowledge, skills, and abilities to perform the essential job duties of the position is qualifying. The incumbents will possess the most desirable combination of training, skills, and experience, as demonstrated in their past and current employment history. A typical example includes:

### **Education:**

- High School Diploma or G.E.D. (required).

### Experience:

- Experience in the operation, maintenance, and repair of water treatment facilities motors, pumps, wells, and related equipment.

### Considerable knowledge of:

- Procedures, equipment, materials, and tools used in the operation of domestic wells, motors, pumps, compressors, electrical panels, automatic control valves, and other equipment.
- Chlorination and domestic water sampling techniques.
- Mathematical principles related to the computation of flows and volumes in water storage production and distribution systems.
- Safe work practices.
- Water treatment processes.

### Ability to:

- Inspect, operate, diagnose problems, and perform preventive maintenance and repair work in electric motors, pump panels, engines, pumps, compressors, valves, and related equipment.
- Read and interpret charts, gauges, plans and drawings.
- Make accurate arithmetic calculations.
- Prepare reports and maintain accurate records.
- Understand and carry out verbal and written directions.
- Work safely, efficiently, and independently.
- Communicate effectively, both orally and in writing.
- Deal tactfully and courteously with internal and external customers.
- Operate standard office software programs (excel, word, outlook) and telemetering systems.

### Special Requirements:

- Possess a California Driver License and a satisfactory driving record.
- Possess, or have the ability to obtain, a valid Grade II Water Treatment Plant Operator certificate from the State Water Resources Control Board within one year of the date of appointment.
- Receive satisfactory results from a background investigation, a physical examination, which includes a drug screen, and an administrative review.

### Physical Profile:

Category III; 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22.

Link to description [here](#)

### Employee Unit:

CEA Services

## Water Systems Operator

Revised: 08/05/15

Replacing Water Systems Operator classification specification dated 10/30/06.

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