



Job Description

Job Title: Recharge Operations & Maintenance Worker I	Status: Non Exempt
Salary Range: 17.0	Date: July 2020
Department: Operations & Maintenance	Reports to: Chief Operations Officer / O&M Program Supervisor

DEFINITION

Under general supervision, performs a variety of skilled tasks in the operation and maintenance of District facilities; operates and maintains trucks, tractors, and other equipment as necessary; and performs related duties as assigned.

EXAMPLES OF ESSENTIAL DUTIES

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Operates and services: vehicles; equipment such as tractors, graders, scrapers, cranes, and bulldozers; machinery such as pumps, motors, generators, and compressors. Performs routine maintenance such as changing oil and filters, and may perform more complex repairs, including welding or fabricating parts.
- Performs a variety of skilled general construction work including carpentry, painting, plumbing, welding, electrical, concrete, and masonry; participates in District construction projects; performs landscaping duties such as weed abatement, tree trimming, and spraying of herbicide; operates and maintains tools such as drills and chainsaws.
- On a daily basis, both on-site and at remote locations, takes meter readings and water samples, and monitors and adjusts gauges, valves, and other controls that indicate conditions such as water flows and releases, water elevations, and water quality; records information in written logs or computer databases; operates a supervisory control and data acquisition (SCADA) system to monitor conditions in the facility.
- Orders and purchases materials, supplies, and equipment; compiles supporting documentation for requisitions and purchases; monitors and reviews work of contractors and vendors to ensure it meets District requirements and specifications.
- Completes a wide range of safety-related training, including confined space, HAZWOPER (hazardous waste operations and emergency response), and incident command system.

SPECIAL REQUIREMENTS

Employees in this classification must be able to participate in rotating shift operator duty, which entails being on-call for one calendar week at a time. While acting as shift

operator, the employee must be available to respond to plant or system emergencies 24 hours per day, with a 30-minute maximum response time.

Separate from shift operator duty, employees in this classification may be called upon to respond to other District emergencies, including chemical releases or events caused by extreme weather conditions or natural disasters.

EMPLOYMENT STANDARDS

Knowledge of:

- Methods, materials, and tools used to maintain mechanical, hydraulic, and electrical systems;
- Methods, materials, and tools used in general construction, including plumbing, carpentry, electrical, and other trades;
- Methods, materials, and tools used in the repair and maintenance of vehicles and heavy equipment;
- Operating characteristics of pumps, motors, valves, tools, and equipment used in District facilities;
- General work safety practices;
- Mathematics and computers sufficient for effective performance of maintenance and recordkeeping tasks;
- Standard written English sufficient to: read and understand written instructions, manuals, and procedures; prepare routine reports; document incidents; and keep a variety of records.

Ability to:

- Follow written and verbal instructions;
- Read meters, valves, and gauges to collect needed information;
- Read and interpret drawings and diagrams;
- Learn to use the SCADA system to monitor conditions at District facilities;
- Use hand and power tools;
- Operate vehicles and equipment;
- Maintain complete and accurate records;
- Establish and maintain effective working relationships with colleagues, customers, contractors, and vendors;
- Work independently or as part of a team;
- Learn and follow safety rules, practices, and procedures in all aspects of work, including: chemicals, tool usage, vehicle and equipment operation, confined spaces, and general field operations.

Education

Possession of a high school diploma or equivalent is required. Completion of college-level course work in water science, or vocational education or training in construction technology, automotive/equipment repair, or related field, is desirable.

Experience

At least two years of experience in water distribution and/or general construction, including plumbing, and operation and maintenance of equipment such as graders and tractors.

Certificates and Licenses

- Possession of a valid T2 certificate as a Water Treatment Operator and a valid D2 certificate as a Water Distribution Operator issued by the California Department of Health Services is desirable.
- Possession of a valid California Class C Driver’s License is required upon hire. Possession of a Class A Driver’s License is highly desirable.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Mobility: Job tasks are varied and require standing, walking, sitting, climbing, bending, stooping, kneeling and crouching.
- Lifting: occasional lifting up to 10 pounds; occasional lifting up to 75 pounds.
- Vision: constant use of overall vision, including near vision, distance vision, color vision and ability to adjust focus.
- Dexterity: occasional grasping, fine manipulation, reaching, pushing and pulling; occasional use of touch to distinguish or identify objects.
- Hearing/Talking: frequent hearing and talking, in person and on the phone.
- Emotional/Psychological: frequent contact with coworkers and others; depending on assignment, may also frequently work alone.
- Environmental: exposure to moderate noise levels, but hearing protection must be worn in certain areas. Frequent exposure to chemicals; occasionally uses smell to distinguish or identify objects.

The employee must be able to wear and use a self-contained breathing apparatus and a Class A Hazardous Materials suit.

Accepted By: _____
Recharge O&M Worker I Date

Approved By: _____
O&M Manager Date

Approved By: _____

General Manager

Date