



SANTA CLARITA VALLEY WATER AGENCY
Classification Specification

SENIOR UTILITY OPERATIONS TECHNICIAN

FLSA: Non-Exempt Class Range: 31

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION

Under general supervision, performs a variety of manual, semi-skilled, and skilled technical duties associated with the operation, maintenance, installation, and repair of the potable water and recycled water distribution, treatment, and sanitary sewer lines, infrastructure, equipment, and facilities in accordance with applicable regulations and standards; oversees, trains and provides day-to-day field direction to subordinate employees; performs the more difficult duties as required; and performs other related duties as required.

DISTINGUISHING CHARACTERISTICS

The Senior Utility Operations Technician is the advanced journey level of the Utility Operations Technician class series. Incumbents in this classification perform the most complex assignments. This class is distinguished from Utility Operations Technician II in that an incumbent in this class provides functional oversight and training to subordinate Utility Operations Technician employees and crews in the field. An incumbent at this level is expected to address and resolve complex worksite issues while ensuring that assigned staff work safely and effectively in the accomplishment of duties in the field. The Senior Utility Operations Technician is distinguished from the Lead Utility Operations Technician in that the latter are responsible for leading, coordinating, assigning, and directing staff in the field.

SUPERVISION RECEIVED/EXERCISED

Receives general supervision from the Utility Operations Supervisor and direction from the Lead Utility Operations Technician. Provides functional direction to subordinate Utility Operations Technician employees and crews.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

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

- Provides day-to-day field direction and training to subordinate Utility Operations Technician employees and crews and performs the more difficult duties as required.
- Oversees and participates in the installation of new, or the repair of existing, potable water distribution, treatment, recycled water, and sanitary sewer mains and service lines; including, but not limited to pressure testing, chlorinating, and dechlorinating lines,

SANTA CLARITA VALLEY WATER AGENCY
Classification Specification

SENIOR UTILITY OPERATIONS TECHNICIAN

disinfection, flushing, and placing in service; performs water sampling for chloring residuals.

- Installs, maintains, and repairs fire hydrants, system valves, hydraulic control valves, air and vacuum valves, blow offs, sample tap stations, meters, vaults, and a variety of other controls and appurtenances related to the potable water distribution, treatment, recycled water, and sanitary sewer systems.
- Oversees the repair of main line breaks, including trenching, shoring, compaction, and patching operations.
- Oversees the location and marking of agency facilities in accordance with underground service alert responsibilities; uses construction water plans and specifications (both paper and electronic), surveys and shoots topographic measurements and proposes plans; makes field assessments, evaluates plans and provides as built design changes to water plans.
- Uses pipe location equipment, leak detection equipment, and other equipment to locate, operate, maintain, repair, replace, and install underground potable water distribution, treatment, recycled water, and sanitary sewer systems.
- Oversees and participates in the troubleshooting of various operational problems, which includes responding to customer complaints related to, but not limited to, leaks, malfunctioning equipment and appurtenances, and incorrect meter reads.
- Reports customer complaints received in the field; resolves complaints and problems within the assigned scope of authority and competence.
- Performs a variety of measurements, tests, and evaluations to verify performance of equipment, systems, and components, as applicable.
- Oversees and directs routine grounds and facility maintenance that includes, but is not limited to, washing, painting, weeding, digging, oiling, greasing, adjusting, and repairing equipment and/or facilities.
- Performs a variety of masonry work, as well as temporary asphalt patching.
- Oversees and performs minor mechanical adjustments and repairs to utility trucks, dump trucks, backhoes, forklifts, vacuum excavation equipment, loaders, skid steers, excavators, pneumatic digging and pavement breaking tools, chop saws, and compaction equipment.
- Assists in composing bids for new installations or the relocation of water lines or potable water distribution, treatment, recycled water, and sanitary sewer systems.
- Provides monitoring and inspection services at construction sites for the accuracy of underground utility locations of potable water distribution, treatment, recycled water, and sanitary sewer systems.
- Provides input and recommendations of projects and jobs for consideration in the budget process; including for the purchase of tools, parts, and materials.
- Operates agency vehicles and equipment, including heavy equipment, depending on training and licensure.
- Oversees and participates in the installation, replacing, and maintaining customer service meters; identifies cross connection hazards.
- Oversees and participates in the collection of data and field information for the preparation and maintenance of necessary records and reports; maintains daily activity records and other records of work performed on water distribution, treatment, recycled water, and sanitary sewer systems.

SANTA CLARITA VALLEY WATER AGENCY
Classification Specification

SENIOR UTILITY OPERATIONS TECHNICIAN

- Off-Duty/On-Call responsibilities include but are not limited to response to water system issues, alarms, equipment failures, customer service calls, and emergencies.
- Ensures that safety procedures and regulations are followed, including traffic control procedures.
- Ensures that facilities and grounds are maintained in clean condition.
- Operates a computer and assigned software.
- Performs other related duties as required.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS

This position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in making repairs. Additionally, the position requires near and far vision in making mechanical and system repairs. The need to lift, drag, and push materials, supplies, and equipment weighing up to 90 pounds also is required.

Some work is performed in a standard office environment but most work is performed outdoors in varied weather conditions including heat, rain and cold, and with potential exposure to road traffic, mechanical hazards, electrical hazards, and confined spaces.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS *(The following are minimal qualifications necessary for entry into the classification.)*

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. 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:

- A high school diploma or equivalent GED.

Experience:

- ~~Three (3)~~ Four (4) years of increasingly responsible experience in the operation, maintenance, construction, or repair of a water distribution or treatment system, including at least one (1) year at a level comparable to Utility Operations Technician II with the agency.

SANTA CLARITA VALLEY WATER AGENCY
Classification Specification

SENIOR UTILITY OPERATIONS TECHNICIAN

Licenses and Certifications

- Possession of, or ability to obtain, a valid Class C California driver's license. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.
- Some positions may require the operation of heavy equipment requiring a Class A license and Hazmat Endorsement.
- Possession of a valid Grade III Distribution Operator's certification issued by the California Water Resources Control Board, Division of Drinking Water, is required.
- Possession of a valid Grade II Treatment Operator's certification issued by the California Water Resources Control Board, Division of Drinking Water, is required.

KNOWLEDGE/SKILLS/ABILITIES *(The following are a representative sample of the KSA's necessary to perform essential duties of the position.)*

Knowledge of:

- Basic principles and practices of staff training, mentoring, and leadership.
- Principles and practices of field leadership.
- Basic solid mechanics and geology; water hydraulics and pneumatics.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Advanced principles, materials, methods, techniques, and equipment used in the maintenance, operation, and repair of potable water distribution, treatment, recycled water and sanitary sewer lines, infrastructure, equipment, and facilities.
- Occupational hazards and standard safety practices related to areas of assignment, including but not limited to confined space entry, trench shoring, hot work permitting, and traffic control.
- Principles of mathematics including addition, subtraction, multiplication, division, fractions, and percentages.
- Methods of field and office recordkeeping.
- Office practices, procedures, and equipment.
- Operation of a computer and assigned software.
- Safe driving practices.
- Operates a computer and assigned software.
- Interpersonal skills using tact, patience, and courtesy.

Skills/Ability to:

- Train and oversee the work of others performing a wide range of preventative maintenance and repair activities on potable water distribution, treatment, recycled water, and sanitary sewer systems.
- Follow related federal, state, and local standards and regulations associated with assigned duties
- Oversee daily field operations.
- Read, review, and understand water plans and specifications in both paper and electronic formats.
- Utilize field mobile devices and software and other technical equipment to perform maintenance and other related activities.

**SANTA CLARITA VALLEY WATER AGENCY
Classification Specification**

SENIOR UTILITY OPERATIONS TECHNICIAN

- Adjust regulators to control water pressure and flow for normal operating conditions, leaks, and emergency procedures.
- Add, subtract, multiply, and divided in all units of measure.
- Troubleshoot operational deficiencies of mechanical equipment.
- Identify water distribution, treatment, recycled water, and sanitary sewer system issues and develop and implement an appropriate response.
- Perform manual work and operate vehicles, construction equipment, and specialized tools.
- Work independently while also overseeing a team; organize, prioritize, and follow-up on work assignments.
- Operate a computer and assigned software.
- Track and maintain information.
- Make sound decisions within established guidelines.
- Observe safety principles and ensure that subordinate employees observe safety principles and work in a safe manner.
- Communicate clearly and concisely.
- Establish and maintain effective working relations with representatives of community organizations, state/local agencies, agency management and staff, and the public.

BOARD APPROVED: June 6, 2023