



Classification: Water Resource Control Engineer
 Position Number: 880-454-3846-015

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 23-454-021	Classification Title: Water Resource Control Engineer	Position Number: 880-454-3846-015
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: May 2024
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: Division of Drinking Water/Resiliency & Data Branch		Section/Unit: SAFER Section – Rural Solutions Unit
Supervisor’s Name: David Zensius		Supervisor’s Classification: Senior Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement
Under the close supervision of a Senior Water Resource Control Engineer and consistent with good customer service practices and the goals of the State and Regional Board’s Strategic Plan, the incumbent is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.
Position Description
The Water Resource Control Engineer (WRCE) will primarily focus on efforts related to supporting rural public water systems that currently have violations or public water systems that are at-risk of violations, especially where consolidation is not a feasible solution. The WRCE will also support state small water systems and domestic wells that are impacted by water quality or quantity issues.
Essential Functions (Including percentage of time):



45%	<p>Apply engineering knowledge to assist in developing technical scopes of work for administrators and supporting rural water systems with violations or that are at-risk. Coordinate with the Division of Financial Assistance to obtain executed funding agreements for administrators (as defined in Health & Safety Code Section 116686), water systems that have violations, at-risk water systems, state small water systems, and domestic well communities. Perform community outreach for input on proposed administrators, support treatment alternatives, and improve water system technical, managerial, and financial capacity. Develop enforcement orders. Appoint administrators to public water systems, and act as technical oversight support once administrators are appointed. Utilize engineering knowledge to assist in developing long-term operational and maintenance support for water systems in violation. Provide technical expertise and oversight support for the implementation of interim drinking water solutions, such as point-of-entry/point-of-use treatment, hauled water, and vended water. Develop regulatory guidance for these interim solutions and present guidance materials to various stakeholders. Track efforts in the State Water Board's SAFER Clearinghouse database to ensure collaboration across the Division and other State Water Board staff.</p>
30%	<p>Coordinate with counties, environmental justice stakeholders, technical assistance providers, other state agencies, public water systems, and others to align and develop the Division of Drinking Water's efforts in rural communities for public water systems, state small water systems, and domestic wells. Collaborate with stakeholders to develop interim and long-term drinking water supply programs. Develop data and programmatic coordination with Regional Boards on Sustainable Groundwater Management Act projects (SGMA), Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS) programs, or similar efforts. As part of these responsibilities, the incumbent is required to give presentations to internal and external groups in culturally diverse and sensitive regions; advocate for community engagement; and understand, communicate with, and effectively interact in diverse settings. Evaluate and develop maps, graphics, and other materials for effective presentations. Provide technical support to other State Water Board staff by the development of policies, strategies, regulations, and guidelines.</p>
20%	<p>Conduct inspections of small water systems that fail or threaten to fail to provide an adequate supply of safe drinking water to evaluate the potential for consolidation with a receiving water system. On-site inspection activities include water source intakes, treatment plants, storage, and distribution facilities. These activities require the incumbent to navigate uneven rugged terrain for extended periods of time during a workday. Review system operational, financial and managerial records, procedures, and all required administrative programs. Gather data necessary to maintain and update system inventory and inspection information. Utilizing engineering knowledge, assist in the development and testing of new database systems and create visually appealing website content on solution alternatives for rural communities. Assist in developing procedures to further enhance the Engagement Unit's mission.</p>
<p>Marginal Functions (Including percentage of time):</p>	



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5%	Perform other duties as required.
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Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand at a desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Occasionally navigate uneven, rugged terrain for extended periods of time in extreme temperatures, and carry more than 50 pounds.

Typical Working Conditions:

The incumbent works in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work may be necessary when the unit is mission tasked. Travel may be required locally and within the state.

Supervisor Statement

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement.

Supervisor Name	Supervisor Signature	Date

Employee Name	Employee Signature	Date