

**JOB DESCRIPTION AND POSITION CLASSIFICATION**

CLASSIFICATION <b>Water Resources Technician I</b>		DWR POSITION NUMBER <b>2630-3044-189</b>	SAP POSITION NUMBER <b>50002611</b>	MCR <b>1</b>
APPOINTEE <b>VACANT</b>		SAP PERSONNEL NO.	DIVISION/SECTION <b>SFD/Operations Branch/Water Operations Section</b>	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input type="checkbox"/> Supervisory Related BU: <input type="checkbox"/> Confidential Related BU: <input type="checkbox"/> Rank and File BU: <input type="checkbox"/>				
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) <b>Soufiana Haidara</b>	SUPERVISOR'S CLASSIFICATION <b>Water Services Supervisor</b>	
APPROVED BY (Personnel Analyst's Name) <b>Jennifer Greathouse</b>			DATE <b>12-9-24</b>	
<i>Percent of Time</i>	<i>Activity</i>			
<b>45%</b>	<p><b>POSITION SUMMARY</b></p> <p>Under supervision of the Water Services Supervisor, performs a wide variety of less complex and difficult nonprofessional engineering and water operation duties associated with the transportation, generation and delivery of water, as well as power generation operations for the Southern Field Division. Provides support to the Planner/Scheduler function.</p> <p><b>ESSENTIAL FUNCTIONS</b></p> <p>This position requires that the incumbent work cooperatively with others, adjust priorities based on operational needs, maintain regular, consistent, predictable attendance, and exercise good judgment. The specific essential duties are but not limited to, to the following:</p> <p>Performs aqueduct, dam, and pipeline surveillance covering up to 75 miles of aqueduct daily, verifying check structure gate openings and water levels, checking turnouts and obtaining flow meter readings, and visually inspecting the aqueduct, equipment, and embankment for problems. Performs minor maintenance activities at Aqueduct check sites and turnouts as required. Also notes equipment abnormalities and subsidence, and reports same to Area Control Center (ACC). Maintains contact with ACC regarding flow changes and specific instructions and priorities. Also regulates turnouts. Acts as switch-person during repair and testing of equipment, insuring the safety of the personnel and equipment involved. Maintains contact with local contractors who might be working adjoining or crossing the canal observing conditions that could involve a safety hazard or cause damage to the aqueduct system. Incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas.</p>			
SUPERVISOR'S STATEMENT:		<b>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>		
SUPERVISOR'S NAME (Print) <b>Soufiana Haidara</b>		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT:		<b>I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.</b>		
EMPLOYEE'S NAME (Print) <b>VACANT</b>		EMPLOYEE'S SIGNATURE ➤		DATE

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<i>Percent of Time</i>	<i>Activity</i>		
<b>35%</b>	<p>Performs flow measurements and flow meter calibrations at turnouts on both open channel and closed pipe systems. Performs preventive maintenance, such as checking oil and fluid levels and testing operation of Stand By generators. This work also includes maintenance on flow meters which includes routine flushing and calibration and other technical testing. Performs other services on various equipment at check structures and turnouts, such as Stand By generators, gates, hydraulic systems, and flow-meters. Performs work of stream gauging and weather station analysis. Maintains record of natural inflow in order to satisfy downstream water rights. These records must meet United States Geological Survey's standards. Provides back up in posting and computation of daily water deliveries, receives and process water orders and maintains files on turnout activities. Apply correction factors to meter readings. Enters water orders data into the computer. Prepares daily turnout gate schedules and relays information to field personnel.</p>		
<b>15%</b>	<p>Performs emergency earthquake inspections on major portions of the State Water Project system. Also acts as a member of survey party when necessary. Performs water quality sampling and testing at various points along the aqueduct, maintains water quality test equipment, and chemically treats aqueduct water as required. Monitors inspections, surveys staff gauges and benchmarks to meet FERC compliance obligations. Responsible for the oversight of contractors diving within our facility and performs the duties of Dive Site Representative.</p>		
<b>5%</b>	<p>Perform routine nonprofessional engineering functions in both the field and office involving transportation, distribution of water, and storage of water, surveying and surveillance. Assist with May perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions.</p> <p><b>SPECIAL REQUIREMENTS</b></p> <p>All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</p> <p>Must have a valid California Class C license as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division is necessary to perform the requirements of this position.</p> <p>Performs safe vehicle operations in possible adverse weather conditions to support water operations functions.</p> <p>This position requires working alone on weekends and holiday assignment, demanding conditions under flood emergencies and other water delivery emergencies. Willingness to work mandatory overtime and work irregular hours in times of emergency.</p>		

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APPOINTEE <b>VACANT</b>	SAP PERSONNEL NO.	DIVISION/SECTION <b>SFD/Operations Branch/Water Operations Section</b>	
<i>Percent of Time</i>	<i>Activity</i>		
	<p><b>Strength and ability to push, pull, or move a minimum of 50 lbs.; strength and endurance to perform a current meter measurement by wading or bridge crane; ascend/descend stairs; climb 80 foot ladders, enter and exit manholes and meter vaults while carrying small tools; open/close tight valves; ability to bend and stoop in the performance of their duties; ascend/descend aqueduct slopes, dam faces, and embankments during inspections; ride or utilize electric bicycle in remote areas.</b></p> <p><b>This is a Sensitive Position and is subject to substance abuse testing set forth in California Department of Human Resources (Cal-HR) Regulations 599.960-599.966.</b></p> <p><b>Required to attend the Division's OP-2 class and be certified as a worker and/or switch person, in compliance with State Water Project regulations.</b></p> <p><b>Employees who are assigned as part of their duties to keep plants in compliance with water treatment standards, shall possess and maintain all licenses/certificates of the appropriate grade and type required. Employees who are required to possess such licenses/certificates shall receive a 5% differential each month as calculated at the maximum of each class.</b></p> <p><b>Must be able to speak clearly and be understood by phone and car radio communications.</b></p> <p><b>Employee is required to successfully complete all safety training related to the functions of the job.</b></p> <p><b>Overtime may be required, based on work needs.</b></p> <p><b>This position is not eligible for telework.</b></p> <p><b>OTHER RESPONSIBILITIES</b>  <b>This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during Governor declared emergencies, flood, dam, State Water Project, and other incidents and emergencies. Additionally this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assist agencies such as the California Office of Emergency Services and Federal Emergency Management Agency in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections as established in the Incident Command System to assist the Department in performing its emergency preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</b></p>		

**JOB DESCRIPTION AND POSITION CLASSIFICATION**

CLASSIFICATION <b>Junior Engineering Technician</b>		DWR POSITION NUMBER <b>2630-3008-X8X</b>	SAP POSITION NUMBER <b>50002611</b>	MCR <b>1</b>
APPOINTEE <b>VACANT</b>		SAP PERSONNEL NO.	DIVISION/SECTION <b>SFD/Operations Branch/Water Operations</b>	
COLLECTIVE BARGAINING IDENTIFIER				
<input type="checkbox"/> Management Related BU:	<input type="checkbox"/> Supervisory Related BU:	<input type="checkbox"/> Confidential Related BU:	<input checked="" type="checkbox"/> Rank and File BU: <b>R11</b>	
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) <b>Soufiana Haidara</b>	SUPERVISOR'S CLASSIFICATION <b>Water Services Supervisor</b>	
APPROVED BY (Personnel Analyst's Name) <b>Jennifer Greathouse</b>			DATE <b>12-9-24</b>	
<i>Percent of Time</i>	<i>Activity</i>			
	<p><b>POSITION SUMMARY:</b> Under close supervision of the Water Services Supervisor, the incumbent will receive on-the-job training. May perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions. Provides support to the Planner/Scheduler function.</p> <p><b>ESSENTIAL FUNCTIONS:</b> This position requires that the incumbent work cooperatively with others; adjust priorities based on operational needs; maintain regular, consistent and predictable attendance; and exercise good judgment. The specific essential duties are, but not limited to, the following:</p>			
<b>45%</b>	Assists in performing functions of a Water Operator, such as general surveillance on the condition of the aqueduct, dams, pipelines and associated equipment. Notes changing conditions, vandalism, safety hazards, equipment abnormalities, unusual water surface elevations, subsidence, trash rack conditions, etc., and turns in trouble calls to the Area Control Center (ACC). Checks with ACC for flow changes, specific instructions and priorities. Checks with ACC and be available throughout shift for backup operations in the event of equipment failure, power outages, etc. Assist with oversight of contractors diving within our facility and performs the duties of Dive Site Representative.			
<b>30%</b>	Assists in regulating turnout flows and records flow data. Makes flow changes for aqueduct control and shift basis. Makes flow meter calibrations and adjustment to turnouts, stream releases, and other flow stations.			
<b>15%</b>	Assists in performing the work of stream gauging, weather station data analysis and other hydraulic and hydrologic activities. Calculates reservoir inflow-outflow quantities. Prepares records for storage and retrieval. Reads revenue meters and reports data as required. Makes or assists in making detailed inspections.			
SUPERVISOR'S STATEMENT: <b>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>				
SUPERVISOR'S NAME (Print) <b>Soufiana Haidara</b>		SUPERVISOR'S SIGNATURE ➤		DATE
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<i>Percent of Time</i>	<i>Activity</i>		
5%	Performs engineering work of average difficulty in any phase of the State's water resources program and other work as required.		
5%	<p>Perform other administrative duties as assigned such as reports in SAP. Incumbent will be required to drive throughout the Field Division.</p> <p><b>SPECIAL REQUIREMENTS:</b></p> <p>All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</p> <p>Must have a valid California Class C license as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division is necessary to perform the requirements of this position.</p> <p>Performs safe vehicle operations in possible adverse weather conditions to support water operations functions.</p> <p>This position requires working alone on weekends and holiday assignment, demanding conditions under flood emergencies and other water delivery emergencies. Willingness to work mandatory overtime and work irregular hours in times of emergency.</p> <p>Strength and ability to push, pull, or move a minimum of 50 lbs.; strength and endurance to perform a current meter measurement by wading or bridge crane; ascend/descend stairs; climb 80 foot ladders, enter and exit manholes and meter vaults while carrying small tools; open/close tight valves; ability to bend and stoop in the performance of their duties; ascend/descend aqueduct slopes, dam faces, and embankments during inspections; ride or utilize electric bicycle in remote areas.</p> <p>Must be able to speak clearly and be understood by phone and car radio communications.</p> <p>This is a Sensitive Position and is subject to substance abuse testing set forth in California Department of Human Resources (Cal-HR) Regulations 599.960-599.966.</p> <p>Required to attend the Division's OP-2 class and be certified as a worker and/or switch person, in compliance with State Water Project regulations.</p> <p>Employee is required to successfully complete all safety training related to the functions of the job.</p> <p>Overtime may be required, based on work needs.</p> <p>This position is not eligible for telework.</p>		

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	<p><b>OTHER RESPONSIBILITIES:</b></p> <p>This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during Governor declared emergencies, flood, dam, State Water Project, and other incidents and emergencies. Additionally this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assist agencies such as the California Office of Emergency Services and Federal Emergency Management Agency in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections as established in the Incident Command System to assist the Department in performing its emergency preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</p>			