



Classification: Water Resource Control Engineer
Position Number: 880-260-3846-020
880-260-3846-021

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 24-260-084 24-260-092	Classification Title: Water Resource Control Engineer	Position Number: 880-260-3846-020 880-260-3846-021
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: TBD
Tenure: Permanent	Time Base: Full-time	CBID: R09
Division/Office: Office of Enforcement		Section/Unit: Special Investigations Unit
Supervisor's Name: Tomas Eggers		Supervisor's Classification: Senior Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval: Julie Vega	Date: February 2025

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) is responsible for supporting enforcement efforts related to the human right to water including the implementation of AB 664, which imposes new requirements on at-risk domestic well owners providing drinking water to property tenants. The WRCE will join a new team of staff dedicated to supporting drinking water-related enforcement efforts. Current anticipated functions are summarized below:	
Essential Functions (Including percentage of time):	
30%	Investigate noncompliance with regulatory requirements such as annual well testing, tenant reporting, regulatory reporting, and corrective action implementation (e.g. replacement water deliveries). Perform field inspections related, but not limited to verification of sample results, tenant notifications, and effective wellhead treatment implementation. Follow-up on complaints



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	and suspected violations submitted by the public and internal/external public agencies. Tasks may include reviewing documents and reports; interviewing complainants, owners, and tenants; and documenting the number and severity of violations.
20%	Receive and review well testing data and trends from domestic wells for compliance with drinking water standards. Follow-up on inaccuracies, anomalies, and omissions. Internally track and report out on findings.
20%	Prepare enforcement recommendations and actions in consultation with Supervisor, the Division of Drinking Water, and Enforcement Counsel. Tasks may include presenting findings to superiors and preparing formal and informal enforcement documents (e.g. notices of violation, citations, compliance orders, etc.).
15%	Provide investigative enforcement support functions to the Office of Enforcement through cross-program collaboration including, but not limited to, operator certification enforcement, water quality enforcement, and environmental justice.

Marginal Functions (Including percentage of time):

10%	Develop enforcement operating procedures and training materials. Tasks may include development of guidance documents, training presentations, and templates.
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand at 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. The job also requires limited field exposure that may include hot/cold environments, driving long distances (>150 miles), and air travel.

Typical Working Conditions:

The incumbent works on the 23rd floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Current work type is considered hybrid, and the incumbent is required to self-designate as office or home-centric. A minimum of two in-office days per week are required for either designation. 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.



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Supervisor Name	Supervisor Signature	Date
Employee Name	Employee Signature	Date