

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Engineer, Water Resources		DWR POSITION NUMBER 3813-3137-007 / -006	SAP POSITION NUMBER 50099527 / 50093491	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION DOE / CB / Sacramento Project Headquarters	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☐ Confidential Related BU: ☒ Rank and File BU: R09				
RESPONSIBILITIES EXERCISED ☐ Supervisory ☐ Lead Person		IMMEDIATE SUPERVISOR (Print) Alan Zamboanga	SUPERVISOR'S CLASSIFICATION Senior Engineer, Water Resources	
APPROVED BY (Personnel Analyst's Name) Estevez Contreras			DATE 10/06/2025	
<i>Percent of Time</i>	<i>Activity</i>			
40%	POSITION SUMMARY Under direction of the Senior Engineer, Water Resources, the incumbent performs construction engineering and inspection duties on the assigned civil engineering construction projects for the State Water Project and the Division of Engineering (DOE). ESSENTIAL FUNCTIONS This position requires the incumbent to work cooperatively with others and maintain consistent, regular and predictable attendance. Performing these duties may require driving a vehicle on public roadways to various work locations. The specific essential responsibilities are, but are not limited to, the following: Perform construction inspections of contractor work to assure completeness and conformance with contract plans, specifications, applicable codes, environmental regulations/permits, and encroachment permits. Prepare daily inspection reports and maintain field records of on-going and completed work. Review manufacturer and contractor submittals and methods of fabrication and installation and inspect the work to confirm compliance with contractual requirements and accepted principles, practices, procedures and methods of engineering. Driving a pick-up truck or other vehicle off road on rugged or uneven terrain to and from job sites; walking on rugged or uneven terrain to inspect slopes, embankments, tunnels, pipes, and other enclosed areas.			
30%	Perform engineering tasks both at the Sacramento Project Headquarters and field construction offices such as: prepare and review engineering designs, plans, specifications, and estimates for construction of State Water Project hydraulic facilities including dams, levees, buildings, spillways, and other appurtenances associated with Department of Water Resources (DWR) facilities in conformance with engineering standards, applicable codes and regulations. Review incoming contractor correspondence to prepare appropriate responses; prepare contract change orders, potentially develop designs in the field, make engineering calculations, and assess on-site conditions to determine if change orders are necessary when on-site work is not consistent with contract; prepare memoranda directing contractor's work progress;			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Alan Zamboanga		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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Engineer, Water Resources		3813-3137-007 / -006		50099527 / 50093491		1
APPOINTEE		SAP PERSONNEL NO.		DIVISION/SECTION		
Vacant		TBD		DOE / CB / Sacramento Project Headquarters		
Percent of Time	Activity					
	prepare construction schedules and state estimates.					
15%	Evaluate and liaison with Design Branches to resolve construction issues. Evaluate inspection reports and provide recommendations to consultants and Field Engineer for conformance with DWR/DOE Procedure Manual for Construction. Utilize Microsoft Project and/or Primavera Project Planner software to evaluate construction schedules.					
10%	Review preliminary plans and specifications of upcoming construction contracts. Assist in the finalization of As-Installed drawings and submittals. Assist with construction surveys, computations, tabulating and checking of construction survey notes.					
5%	Travel to job sites throughout the State as necessary to produce estimates as directed, which may involve driving a pick-up truck off road usually on rugged terrain to and from the job sites and /or working on uneven terrain or enclosed areas.					
	OTHER RESPONSIBILITES 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, SWP, 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 CalOES and FEMA 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, recover, and mitigation functions. These functions are established in the California State Emergency Plan and the Department’s Administrative Orders.					
	SPECIAL REQUIREMENTS Must possess a valid California driver's license when conducting State business that requires driving a vehicle. May be required to travel on public roadways including traveling to remote areas. Travel on short notice and overnight lodging will be required on some trips. The position also requires that the incumbent be alert around the operation of construction equipment and be able to perform safely in and around construction sites. May be required to work extended hours and overtime.					
	DIVERSITY, EQUITY AND INCLUSION 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.					

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		The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.					