



Classification: Water Resource Control Engineer  
 Position Number: 880-300-3846-120

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 25-300-105	<b>Classification Title:</b> Water Resource Control Engineer	<b>Position Number:</b> 880-300-3846-120
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Water Resource Control Engineer	<b>Effective Date:</b> TBD
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full Time	<b>CBID:</b> R09
<b>Division/Office:</b> Division of Water Rights		<b>Section/Unit:</b> Permitting Section / Recharge Permitting Unit
<b>Supervisor's Name:</b> Mike Conway		<b>Supervisor's Classification:</b> Senior Engineering Geologist (Supervisor)

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b> <i>Nina Lopez</i>	<b>Date:</b> 02/20/2026

<b>General Statement</b>
Under the close supervision of a Senior Engineering Geologist (Supervisor) 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.
<b>Position Description</b>
Water Resource Control Engineer will conduct professional engineering work related to the administration of water rights laws, regulations, and policies of the State Water Resources Control Board (State Water Board). Incumbents at the higher levels of the classification are expected to apply independent judgment and may act as leads for projects of higher difficulty or be assigned staff specialist responsibilities in support of project managers or other technical or programmatic functions. Incumbents who possess a valid certificate of registration as a civil or professional engineer issued by the California State Board of Registration for Professional Engineers assume the highest level in the classification. The incumbent primarily performs complex and varied assignments related to the processing of water right applications, petitions, registrations, and other processes related to administration of the State Water Board's water rights permitting authority.



**Essential Functions (Including percentage of time):**

40%	Perform engineering duties related to the water rights programs of the State Water Board. Conduct, lead, or manage the preparation of water rights hearings, permits, licenses, enforcement actions, and other work related to the implementation of federal and State water rights laws and policies. Interpret and apply the rules, regulations, and requirements of the State Water Board. Develop and maintain technical information related to the administration of the State Water Board's water rights permitting authority within electronic database and spatial resources. Analyze situations accurately and adopt an effective course of action. Facilitate negotiations regarding disputes over water right projects. Provide technical and procedural support for all aspects of State Water Board workshops, items, and hearings related to water rights administration. Communicate effectively and establish and maintain cooperative relations with those contacted in the course of the work.
30%	Prepare, review, check, or interpret engineering reports, plans, estimates, and specifications for varied water diversion and use facilities. Review facilities' plans and engineering documentation relating to the construction, operation, and maintenance of water diversion and use facilities. Conduct, lead, or manage water quality and water rights-oriented studies. Advise and consult with internal and external stakeholders involved in water rights, often involving extensive public and professional contacts. Act as an expert witness in State Water Board or court actions.
20%	Conduct or lead investigations, inspections, studies, and preparation of surveys and reports. Conduct and/or have lead responsibilities over monitoring and operation activities. Collect data in the field using appropriate methods and devices.

**Marginal Functions (Including percentage of time):**

5%	Maintain assigned state-owned computer and related equipment, including ensuring that the computer receives required updates as necessary.
5%	Perform other duties as required.

**Typical Physical Conditions/Demands:**

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. Operate a vehicle for long periods of time to travel to remote locations. Traverse uneven and rugged terrain for extended periods of time in extreme temperatures.

**Typical Working Conditions:**

The incumbent works on the 14th floor of a high-rise office building in downtown Sacramento, in an enclosed office cubicle. The work schedule is Monday through Friday. Mandatory overtime may be required when department required. Travel may be required locally and within the state to remote locations.



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<b>Supervisor Statement</b>		
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