

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Engineer, Water Resources		DWR POSITION NUMBER 1424-3137-021	SAP POSITION NUMBER 50001146	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION DFO/HFO/Flood Project Inspection Unit A	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input type="checkbox"/> Supervisory Related BU: <input type="checkbox"/> Confidential Related BU: <input checked="" type="checkbox"/> Rank and File BU: R09				
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Zachary Jojola	SUPERVISOR'S CLASSIFICATION Senior Engineer, Water Resources	
APPROVED BY (Personnel Analyst's Name) Kimberly Balbuena			DATE 3/17/26	
<i>Percent of Time</i>	<i>Activity</i>			
30%	<p>POSITION SUMMARY</p> <p>Under the direction of a Senior Engineer, Water Resources, within the Flood Project Inspection and Assessment Section, Flood Project Inspection Unit A, incumbent independently inspects and evaluates levees, channels, flood control structures, and designated floodways.</p> <p>ESSENTIAL FUNCTIONS</p> <p>This position requires that the incumbent work cooperatively with others; maintain regular, consistent, and predictable attendance; exercise sound judgment; possess excellent oral and written communication and presentation skills; and work in a courteous and professional manner with the public, other agencies, and the media. Incumbent should be knowledgeable of California's hydrology, flood management, and emergency management systems. Must be able to critically evaluate problems, propose alternatives and design and implement solutions and be proficient in Windows-based computer applications.</p> <p>The specific duties include, but are not limited to, the following:</p> <p>Develop and implement methods appropriate for investigating, evaluating, recording, retrieving, reporting, and communicating the condition and maintenance status of flood project levees, pipes and other penetrations, structures, and channels. Prepare reports on the condition of levees, structures, and channels and other reports as needed. Work with database managers to organize and manage the database input and output tools and implement quality control measures. Duties will include field inspections of all components of the flood project system as well as collection of high-water data and tracking of storm damage sites. This may require driving a vehicle on public roadways or on uneven terrain.</p>			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Zachary Jojola		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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<i>Percent of Time</i>	<i>Activity</i>		
20%	<p>Coordinate and oversee the investigation and evaluation of vegetation and encroachments on levees and complex designated floodways. Coordinate with Local Levee Maintaining Agencies (LMAs) and the Central Valley Flood Protection Board's (CVFPB) Enforcement Section for managing and/or removing encroachments from the levees and designated floodways. Update and maintain levee logs by identifying, locating, and documenting encroachments on or adjacent to the levee.</p>		
20%	<p>Inspect encroachments for compliance with agency regulations and permits. Be able to read and understand the more complex construction drawings, specifications, and agency regulations. Perform construction oversight on active projects and document compliance with the CVFPB permit conditions. Review existing encroachments for compliance with Title 23 and CVFPB permit conditions. Utilize engineering concepts, agency regulations, and sound engineering judgment to make recommendations to the supervisor on the status of projects.</p>		
10%	<p>Investigate encroachment violations on levees, regulated streams, and floodways, within CVFPB jurisdiction. Conduct research to support enforcement cases including, but not limited to, permit history, encroachment history using as-built drawings and operation and maintenance manuals, and easement ownership. Use sound engineering judgment to make recommendations on enforcement actions to supervisor and the CVFPB.</p>		
10%	<p>Research exact location of encroachments within designated floodways or upon levees and identify flow obstructions. Determine hydraulic effects of flow obstructions and make recommendations to supervisor on appropriate Board actions when necessary. Maintain designated floodways encroachment database to ensure all encroachments are properly documented.</p>		
5%	<p>Perform the duties of a Flood Fight Specialist and provide technical guidance to LMAs responding to difficult levee-threatening situations and actual flood emergencies.</p>		
5%	<p>Provide engineering data for CVFPB progress reports and briefings. Prepare presentations for and attend CVFPB meetings and hearings.</p>		
	<p>OTHER RESPONSIBILITIES</p> <p>This position provides necessary support to the Division of Flood Operations, Flood Planning and Improvements, 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 California Governor's 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</p>		

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	<p>preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</p> <p>SPECIAL REQUIREMENTS</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>Frequent travel may be required. May be required to work evenings, nights, weekends, or holidays during flood emergencies or emergencies for which the Office of Emergency Services tasks the department to assist.</p> <p>Must be able to walk on a variety of terrain including uneven, inclined, rubble, slippery or rocky surfaces.</p> <p>Must be able to stoop, bend, climb, and crawl; grasp with both hands; put arms overhead and to the side while holding objects.</p> <p>Must be able to move and transport up to fifty pounds; walk through mud and water; work in cold conditions and stay on duty for extended periods of time without relief.</p> <p>Possession of a valid California driver's license as the work will require driving a vehicle on public roadways or in the field on uneven terrain to participate in on-site field investigations, public outreach, or similar meetings and to operate a State vehicle.</p> <p>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.</p>		