



Classification: Senior Water Resource Control Engineer
 Position Number: 880-458-3844-001

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 25-458-003	Classification Title: Senior Water Resource Control Engineer (Supervisory)	Position Number: 880-458-3844-001
Incumbent Name: Vacant	Working Title: District Engineer – Bakersfield District	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: S09
Division/Office: Division of Drinking Water/Field Operations Central Branch		Section/Unit: South Central Section-Section IV/Bakersfield District (19)
Supervisor’s Name: Jeff Densmore		Supervisor’s Classification: Supervising Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval: <i>[Signature]</i>	Date: 04/13/2026

General Statement
Under the general direction of a Supervising 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 Senior Water Resource Control Engineer (SWRCE), also known as the District Engineer, leads the Tehachapi District Office. The Tehachapi District oversees 238 public water systems in Kern County. The SWRCE communicates effectively (orally and in writing) with the public and/or other employees; develops and maintains knowledge and skills related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner.



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Essential Functions (Including percentage of time):	
45%	Supervises field engineers, other technical staff, and clerical personnel. Provides leadership and establishes program priorities in line with directives received from the Supervising WRCE, South Central Section, as well as from the program's Headquarters in Sacramento. Assigns work duties, assures training of staff, provides solutions to technical problems presented by staff, evaluates the performance of staff, takes necessary disciplinary actions, and assures that paperwork and other actions necessary to support the functions of the District office are completed in a satisfactory and timely manner. Reviews and approves work produced by staff related to sanitary survey inspections and reports, permit reports and conditions, enforcement actions, and corrective action plans for compliance with the Division's practices, policies, and guidance.
30%	Advises and consults with water utility managers and operators to resolve problems and issues of concern. Works with representatives of local, State, and federal government agencies on issues related to the delivery of safe and potable water supplies. Participates on internal and external task forces and committees to develop regulations, guidance documents, and/or other products directed at clarifying issues of concern related to the public drinking water program. Provides technical assistance to local health departments.
5%	Prepares correspondence, reports, and other written technical documents independently and as directed by management. Directs the design and conduct of special engineering studies and investigations necessary to address specifically identified problems related to the delivery of safe and potable drinking water supplies.
5%	Supervises the unit's response to emergencies affecting public water systems (e.g. natural disasters, acute contamination emergencies and waterborne illnesses), including, but not limited to: guidance to water systems on damage assessment, sample plans, public notice, engagement with CA Office of Emergency Services' Standardized Emergency Management System (SEMS); prepares situation reports and other internal communications; responds to inquiries from the news media, public officials, and other agencies; and engages with Water Board emergency operations staff and systems.
5%	Represents the Division at various meetings and/or events with members of the public, public water system officials, the media, legislators, and others interested in safe drinking water; prepares and makes presentations on a variety of health-related water supply matters.
5%	Prepares and makes presentations on a variety of health-related water supply matters. Participates in Division research projects, policy development, and studies. Attends conferences, workshops, seminars, and other training opportunities for the purpose of staying educated in the latest technical developments in the water and recycled water industries.



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Marginal Functions (Including percentage of time):	
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to remain stationary at desk, utilize a phone, and use a keyboard for extended periods of time. Ability to retrieve and/or move files, documents, or materials of up to 15 pounds. Navigate uneven, rugged terrain for extended periods of time including scaling tanks, in extreme temperatures throughout the workday. Ability to remain stationary, such as sitting or standing, for long periods of time. Must be able to travel independently to inspections sites.

Typical Working Conditions:

The incumbent works in a state owned or leased facility, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Hours may be altered when emergency response activities are required (e.g. fires, floods, etc.). Travel may be required locally and within the state to conduct site visits or attend meetings and may occasionally require overnight stays. Collaboration with field operation branch staff will require in-office participation with local staff.

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.		
Supervisor Name	Supervisor Signature	Date
Employee Name	Employee Signature	Date