

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Water Resources Technician II		DWR POSITION NUMBER 2660-3043-080	SAP POSITION NUMBER 50026911	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION O&M/SFD/LCB/WQ COMPLIANCE SECTION	
COLLECTIVE BARGAINING IDENTIFIER				
<input type="checkbox"/> Management Related BU:	<input type="checkbox"/> Supervisory Related BU:	<input type="checkbox"/> Confidential Related BU:	<input checked="" type="checkbox"/> Rank and File BU: R11	
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Jacob Martinez	SUPERVISOR'S CLASSIFICATION WREA (Supervisor)	
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse			DATE 6-2-26	
<i>Percent of Time</i>	<i>Activity</i>			
45%	<p>POSITION SUMMARY</p> <p>Under general supervision of a Water Resources Engineering Associate (Supervisor) gathers and compiles samples, makes engineering calculations, maintains files and data bases, prepares reports, and maintains small water treatment plants within the Southern Field Division (SFD).</p> <p>ESSENTIAL FUNCTIONS</p> <p>This position requires that the incumbent work cooperatively with others, be able to adjust priorities based on operational needs, maintain regular, consistent, predictable attendance, communicate effectively both orally and in writing; establishes and maintains the confidence and cooperation of others contacted in course of business; and uses good judgment and tact. The incumbent will assist License Coordination Branch (LCB) staff with maintaining the Water Quality Certification issued by the California State Water Resources Control Board, associated with the operation and maintenance of SFD. Must use good judgment and carry out all work assignments in a safe, economical and efficient manner, and be aware of all potential hazards. Also, the incumbent works with LCB and SFD staff, other DWR Divisions, outside agencies, and consultants to complete Water Quality documentation, obtains necessary permits, and achieves Water Quality compliance for activities originating in the SFD. Incumbent will assist LCB staff with specific projects, programs, functions, or areas of expertise. The specific essential duties are, but are not limited to, the following:</p> <p>Profiles and samples Field Division reservoirs, inspects hydraulic project facilities and reports on project water quality, treatment and waste disposal systems. Directs and collects samples in open aqueducts, tunnels, pipelines and streams influent to project reservoirs. Acts a job lead person when designated. Directs and performs maintenance on water quality instrumentation and prepare specifications for up grading water quality equipment. Incumbent will be required to operate automotive vehicles on public roadways; travel to remote areas within the field division.</p>			
SUPERVISOR'S STATEMENT:		I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
SUPERVISOR'S NAME (Print) Jacob Martinez		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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40%	<p>Investigates and reports on accidental discharges into project waters and participates in sampling of same. Investigates cases of water quality degradation and makes recommendations to management for prevention and abatement. Conducts laboratory tests on water, sewage, and application to project water for aquatic growth and vector control. Prepares reports, memorandums and correspondence. Processes and enters water quality data into data banks and performs computer operations. Maintains, operates and reviews operation of small water treatment plants. Requests and directs maintenance as required from field division forces. Trains subordinates and new employees on the above duties.</p>		
15%	<p>Along with other staff in the LCB, prepares and facilitates the preparation of presentations, provide technical support, and participate in public meetings. Maintains compliance with conditions of the Water Quality Certification issued by the California State Water Resources Control Board. In regards to LCB, incumbent analyzes water quality use data; oversees research, surveys, studies, investigations, analysis, and interpretation of data; develops and analyzes reports on trends and makes recommendations. May perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions.</p> <p>SPECIAL REQUIREMENTS</p> <p>Must have a valid California Class C license as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division is necessary to perform the requirements of this position.</p> <p>Physical Requirements: Strength and ability to move up to 50 pounds; ability to bend, stoop, stretch and work on uneven terrain along water ways and from a boat; ascend/descend stairways and climb ladders.</p> <p>License may be required to operate a Water Treatment Plant.</p> <p>Overtime may be required, based on work needs. This position is not eligible for telework.</p> <p>Must be able to operate computers and learn/know appropriate programs.</p> <p>Will utilize SAP applications if required.</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>Employee is required to successfully complete all safety training related to the functions of the job.</p>		

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	<p>OTHER RESPONSIBILITIES</p> <p>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, 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 the California 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 preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</p>			