



Classification: Principal Water Resources
Control Engineer
Position Number: 880-402-3851-001

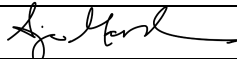
DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

RPA Number: 26-402-040	Classification Title: Principal Water Resources Control Engineer	Position Number: 880-402-3851-001
Incumbent Name: Vacant	Working Title: Northern California Branch Chief	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: M09
Division/Office: Division of Drinking Water		Section/Unit: Northern California Drinking Water Field Operations Branch
Supervisor's Name: Vacant		Supervisor's Classification: CEA Level B

Human Resources Use Only:

HR Analyst Approval: 

Date: 09/03/2026

General Statement

Under the direction of the CEA Level B - Deputy Director 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 Principal Water Resource Control Engineer (Principal WRCE) is expected to work independently, communicate effectively and manage multiple tasks. Daily proficient utilization of office equipment and the Microsoft Office Suite is required. The Principal WRCE is responsible for planning, directing, and supervising the Northern Field Operations Branch work consisting of the North Coastal Section, the Northern California Section, the Field Operations Support Unit, and the Emergency Response Coordinator with offices in Richmond, Redding, Santa Rosa, and Sacramento (the FOS Unit supervisor is located in the Glendale office).



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Essential Functions (Including percentage of time):

35%	Plan, organize, and direct the work of staff who implement the regulatory and permitting aspects of the Drinking Water program as the lead manager of the Northern California Branch. Oversee the work of two sections within the branch including the assessment and identification of public water systems that are at risk or are failing to meet drinking water quality standards. Coordinate the steps of potential voluntary or ordered consolidation, and the appointment of Administrators and overseeing their activities. Oversee a means of providing interim safe potable water when warranted. Oversee and manage the provision of technical assistance and work with District staff, receiving water systems, Administrators, and the potentially subsumed water system on compliance orders, solution planning, funding packages, and completion of projects to address drinking water issues. Supervise District response resulting from natural disaster impacts (drought, fire, earthquake, etc.) on the regulated drinking water systems.
20%	Contribute to discussions with section and District managers on planning the work of staff who review public water systems and recycled water projects, issue permits, conduct surveillance and inspections, evaluate monitoring data for compliance with standards, initiate enforcement actions, overview county health departments which have been delegated primacy for regulating small water systems, and provide assistance to local health departments and regional water quality control boards.
20%	Contribute to the development of State Water Board policies, legislation, budget change proposals, and setting of objectives as part of the Division of Drinking Water (DDW) executive management team. Represent the State Water Board in consolidation outreach efforts. Give presentations to internal and external groups in culturally diverse and sensitive regions. Advocate for community engagement; effectively communicate and interact with diverse communities. Develop training programs for staff on topics such as PFAS implementation, fire response procedures, office and field safety.
10%	Answer technical and regulatory questions from the public, State Water Board staff, regional Water Board staff, other state and local agencies, and the regulated community. Foster a positive work environment and support the performance and growth of staff. Evaluate work performance of section and unit managers and take or recommend appropriate action.

Marginal Functions (Including percentage of time):

5%	Prepare or supervise the preparation of various special periodic reports. Review and evaluate engineering and technical matters in support of the Central, Northern and Southern California Field Operations Branch, the Resiliency and Data Branch, and Program Management Branch. Provide technical support to other State Water Board organizations through the development of policies, strategies, regulations, and guidelines.
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5%	Represents the Division of Drinking Water Program, State Water Resources Control Board and is a liaison to U.S. EPA, county health departments, Department administration and other state and federal regulatory agencies. Attending conferences, workshops, seminars, and other training opportunities for the purpose of staying educated in the latest developments in the water industry.
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone and 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 and remaining stationary for long periods of time. 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. Travel to the District Offices is required. Additional travel may be required locally and within the state.

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