



Classification: Water Resource Control Engineer
Position Number: 880-300-3846-197

DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

RPA Number: 26-300-022	Classification Title: Water Resource Control Engineer	Position Number: 880-300-3846-197
Incumbent Name: VACANT	Working Title: Water Resource Control Engineer	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: Division of Water Rights		Section/Unit: Permitting Section Recharge Permitting Unit
Supervisor's Name: Mike Conway		Supervisor's Classification: Senior Engineering Geologist (Supervisory)

Human Resources Use Only:	
HR Analyst Approval: <i>Rebecca Ramirez</i>	Date:

General Statement
Under close supervision of a Senior Engineering Geologist (supervisory) 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
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). The incumbent primarily performs complex and varied assignments, using engineering knowledge and technical expertise, 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.



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Essential Functions (Including percentage of time):

40%	Perform engineering duties related to the water rights programs of the State Water Board. Prepare for water rights hearings; prepare 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 databases 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%	Using sound engineering knowledge and judgment to 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 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.
25%	Conduct investigations, inspections, studies, and preparation of surveys and reports by using engineering knowledge and technical expertise. Collect data in the field using appropriate methods and devices.

Marginal Functions (Including percentage of time):

5%	Perform other duties as required.
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Typical Physical Conditions/Demands:

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 lift 15 pounds to retrieve files and/or documents. Travel to remote locations, encountering uneven and rugged terrain for extended periods of time in extreme temperatures.

Typical Working Conditions:

Work 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 determines it necessary. Travel may be required locally and within the state to remote locations.



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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