

DUTY STATEMENT
CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
VETERANS HOME OF CALIFORNIA – YOUNTVILLE

Position No: 573-245-6723-XXX	Date:
Class: Water and Sewage Plant Supervisor (Drinking Water Operator)	Name:
Under the general direction of the Chief Engineer II, the Water and Sewage Plant Supervisor (Drinking Water Operator) has responsibility for the operation of water treatment facilities. <i>(This position is designated as the Chief Plant Operator and is required to be certified and possess a Water Treatment Plant Operator certificate required by Water Resources Control Board.)</i>	
Percentage of time performing duties:	ESSENTIAL FUNCTIONS
60%	Maintain and repair water treatment equipment; direct the taking of daily water treatment tests and make involved analyses; interpret tests and determine necessary dosage and treatment processes; oversee and perform the cleaning, painting and upkeep of equipment; adjust and repair mechanical equipment such as pumps, chlorinators, metering devices, and backflow prevention assemblies; operate or direct operation of various mechanical equipment such as emergency generators and swimming pools; perform minor plumbing duties in connection with water systems. Make repairs, file reports, and conduct tests according to California Department of Public Health (CDPH) rules and regulations, and communicate results and findings to Plant Operations Managers and Supervisors. Perform necessary tests and analyses to operate the water treatment plant.
15%	Perform maintenance of miscellaneous water treatment plant equipment.
10%	Prepare reports and daily logs as required for operation and to meet the requirements of the CDPH. Occasionally assist and consult plumbers and distribution operators at the Veterans Home with various projects, repairs, and maintenance.
5%	Order necessary parts and chemicals as needed for the operation of the water treatment plant, water distribution systems, and backflow prevention assemblies.
5%	Operate various vehicles such as golf carts, electric cars, pickup trucks, one ton trucks, and various small to medium construction and agricultural equipment such as skid steer tractors, back hoes, mini excavators, and front end loaders.
NON-ESSENTIAL FUNCTIONS	
5%	Other related duties as assigned.

Revised: 7/3/23

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PART B - PHYSICAL AND MENTAL REQUIREMENTS OF ESSENTIAL FUNCTIONS					
Activity	Not Required	Less than 25%	25% to 49%	50% to 74%	75% or More
VISION: Read gauges, write reports, and drive.					X
HEARING: Listen to spoken direction.					X
SPEAKING: Communicate in English to staff; residents and the public in person and via telephone; interact in meetings.					X
WALKING: Walk around treatment and distribution systems and throughout facility to inspect systems.				X	
SITTING: To drive, do paperwork, and make phone calls.				X	
STANDING: During treatment and inspection duties.				X	
BALANCING: During treatment and inspection duties.				X	
CONCENTRATING: While reading reports, to test equipment and gauges, while driving and operating plant.					X
COMPREHENSION: To take direction and understand the rules, laws, and regulations as they pertain to water treatment.					X
WORKING INDEPENDENTLY: Must be able to apply laws, rules and processes with minimal guidance.					X
LIFTING UP TO 10 LBS OCCASSIONALLY: Test equipment and water treatment & distribution repair parts.				X	
LIFTING UP TO 20 LBS OCCASSIONALLY AND/OR 10 LBS FREQUENTLY: Chlorine and other water treatment chemicals, repair parts, and large valves.			X		
LIFTING 25-50 LBS OCCASSIONALLY AND/OR 20 LBS FREQUENTLY: Large valves and pipe sections, larger backflow devices.		X			
FINGERING: Type and write reports, calibrate and use gauges and instruments, turn valves.					X
REACHING: To test, inspect, and maintain water treatment and distribution systems.					X
CARRYING: To test, inspect, and maintain water treatment and distribution systems.				X	
CLIMBING: To inspect, maintain, repair and monitor water tanks and other facilities.			X		
BENDING AT WAIST: To test, inspect, and maintain water treatment and distribution systems.			X		
KNEELING: To inspect, maintain, repair and monitor water tanks and other facilities.		X			
PUSHING OR PULLING: To test, inspect, and maintain water treatment and distribution systems.		X			
HANDLING: To inspect, maintain, repair and monitor water tanks and other facilities.					X
DRIVING: While traveling from site to site over the road and within the facility on and off paved roads.					X
OPERATING EQUIPMENT: As needed to make repairs to water system.		X			
WORKING INDOORS: Infrequently while completing administrative duties.		X			
WORKING OUTDOORS: Frequently outdoors, to work on and inspect water treatment and distribution systems.					X
WORKING IN CONFINED SPACE: Rarely in vaults and water tanks.		X			

I have read and understand the duties listed on this Duty Statement and I can perform these duties with or without reasonable accommodation. (If reasonable accommodation may be necessary, discuss any concerns with the Equal Employment Opportunity Office.)

Employee signature _____ Date _____

Supervisor signature _____ Date _____

Human Resources signature _____ Date _____