

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Senior Engineer, WR (Supervisor)		DWR POSITION NUMBER 2220-3261-502	SAP POSITION NUMBER 50062124	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO.	DIVISION/SECTION O&M/OFD/Engineering Branch	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☒ Confidential Related BU: ☐ Rank and File BU: ☐ S09				
RESPONSIBILITIES EXERCISED ☐ Supervisory ☐ Lead Person		IMMEDIATE SUPERVISOR (Print) Mark Rabo	SUPERVISOR'S CLASSIFICATION Supervising Engineer, WR	
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse			DATE 9-16-26	
<i>Percent of Time</i>	<i>Activity</i>			
35%	POSITION SUMMARY Under the general direction of the Supervising HEP Utility Engineer, provides technical and administrative leadership for all personnel in the Civil Engineering Section. Provides analysis of civil engineering features in Oroville Field Division and supervises field inspections to determine the continued suitable operation of SWP dams and civil structures. Duties include but are not limited to: ESSENTIAL FUNCTIONS This position is permanent, full time, with a minimum 40-hour workweek and requires that the incumbent work independently on projects, work cooperatively with others including involvement in matrix management; maintain regular, consistent, predictable attendance; exercise good judgment; promote, enhance and maintain safety in the workplace. The incumbent is required to work closely with other Department personnel including engineers, environmental scientists, right-of-way agents, staff from State and Federal regulatory agencies, technical consultants, as well as the general public. Participate in Emergency Action Plan (EAP) development and ever-greening, including attending table top and functional exercises. The specific duties include but are not limited to: Advise and work with the Supervising HEP Utility Engineer and other field division units on matters related to civil engineering, structural modification and dam surveillance. This may require driving a vehicle on public roadways. Responsibilities include participation in developing and implementing field division programs such as maintenance scheduling, maintenance reduction programs and earthquake disaster preparedness. Develop and prepare documents as needed, to plan and budget for civil engineering work. Responsible for tracking and reporting of dam safety required projects including maintenance and repairs. Coordinate with Planner-Scheduler group to plan and scope projects.			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Mark Rabo		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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Vacant			O&M/OFD/Engineering Branch		
Percent of Time	Activity				
35%	Supervise civil engineering work including development of inspection reports, design criteria, plans and specifications, and as-built creation for field division projects. Propose and review facility modifications and changes (FMCT). Supervise project surveillance activities, including instrumentation monitoring, ground water level monitoring, subsidence monitoring, earthquake effects and inspection of structures; preparation, updating and review of engineering reports for State Water Project water operations and maintenance studies. Direct monitoring of movement of dams, bridges, aqueducts and plants, seepage from dams and aqueducts and water quality sampling. Make broad assignment of jobs, check on status of staff projects, and review staff output. Establish and maintain reporting format and schedules. Work in condition assessment of civil features within Oroville Field Division including coordination with Condition Assessment Program (CAP) team, providing input and follow up for CAP procedures, determinations and action items.				
20%	Ensure the Dam Safety Surveillance Monitoring Plan is continually maintained and adhered to for Antelope Lake, Frenchman, Grizzly Valley, Oroville, Thermalito Afterbay, Thermalito Diversion, Thermalito Forebay, Bidwell Bar Canyon, Parrish Camp and Fish Barrier Dams. Develop documentation methodology and ensures it is sustained and integrated into maintenance program. Participate in annual inspections with Dam Safety Branch, FERC, and Division of Safety of Dams.				
5%	Review contract specifications and drawings and coordinate with Division of Engineering, consultants and contractors for all new civil engineering construction projects. Direct the processing of requests for encroachment permits, temporary permits and local right of way matters. Develop, maintain and supervise the field division underground survey alert program.				
5%	Maintain and monitor safety protocols for office and field work. Develop and review Job Hazard Assessments and maintain familiarity with SWP Code of Safe Work Practices (CSWP) applicable to staff duties. Promote, enhance and maintain safety in the office and field. Ensure staff receive training in order to safely and properly perform their duties and assignments.				
	SPECIAL REQUIREMENTS Employee is required to successfully complete all safety training related to the functions of the job. 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. The Department of Water Resources (DWR) is committed to its mission and employees, and we are grounded in our commitment to public safety.				

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	SPECIAL REQUIREMENTS, cont: Professional registration, with the California Department of Consumer Affairs-Board of Professional Engineers, Land Surveyors, and Geologists, as a Civil Engineer. Physical requirements: Strength and ability to lift 60-pound hatch covers; lift and carry equipment up to 50-pounds. Must have stamina and ability to bend, stoop, kneel, climb stairs and uneven (sometimes steep) slopes, climb ladders, enter/exit vehicles, vaults (including confined spaces), manholes, hydraulic structures, embankment slopes, and uneven terrain to perform inspections. Must be able to spend extended periods of time in damp, confined spaces of the core block collecting surveillance data. Must be able and willing to work alone and in adverse weather conditions; e.g. extreme hot or cold. Must be able to respond in emergency situations with rapid and appropriate response. Must work well with others and follow safety precautions inherent in the job. A high degree of public contact is required, necessitating tact and courtesy when dealing with landowners, lessees, and general public who may feel adversely affected by the Department's activities. Must possess a valid California Driver's License, as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the Field Division as necessary to perform the requirements of this position. This position is not eligible for telework. 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, SWP, 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 Cal OES and FEMA in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and Incident Command System to assist the Department in performing its emergency preparedness, response, recovery, and mitigation issues. These functions are established in the California State Emergency Plan and the Department's Administrative Orders. Must be able to operate computers and learn/know how to appropriate software programs including MS Word, Excel, PowerPoint, and Project.			