JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Engineer, Water Resources	**3480-3137-049**	**50002743**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**DOE/Design/GSB/Geotechnical Sciences Section**

COLLECTIVE BARGAINING IDENTIFIER

Management Related BU:	Supervisory Related BU:	Confidential Related BU:	Rank and File BU:
☐	☐	☐	☑ **R09**

RESPONSIBILITIES EXERCISED	IMMEDIATE SUPERVISOR (Print)	SUPERVISOR'S CLASSIFICATION
☐ Supervisory ☐ Lead Person	**Wen "Grace" Chen**	**Senior Engineer, Water Resources**

APPROVED BY (Personnel Analyst's Name)	DATE
Estevez Contreras	**11/05/2026**

Percent of Time	*Activity*
	POSITION SUMMARY **Under the direction of a Senior Engineer, WR, provides civil engineering support for a wide variety of State Water Project Facilities, including analysis and design of earthen dams, canals, retaining walls, foundations, ground anchors, spillways, intakes and a variety of hydraulic structures.**
	ESSENTIAL FUNCTIONS **This position requires that the incumbent work cooperatively with others and maintain consistent and regular attendance. The specific essential duties are to:**
40%	**Assist with engineering studies involving existing and proposed SWP facilities and assist with the preparation of engineering reports and figures to document and explain the results. Prepare or assist in the preparation of engineering reports and memoranda regarding design criteria and other design and construction considerations. Utilize word processing software, spreadsheets and reference materials appropriate for the tasks.**
30%	**Research engineering records and perform special studies. Perform modeling analyses. Prepare written responses to a wide variety of inquires and requests regarding project designs and studies.**
15%	**Prepare and assist in the preparation of civil engineering designs of increasing complexity for a variety of water development facilities utilizing engineering applications such as Slope/W, Seep/W, FLAC, LPILE, etc. Prepare and assist in the preparation of design details for contract drawings using CAD, compile quantity estimates, make cost comparisons of design alternatives, determine costs associated environmental requirements and assist in the preparation of specifications.**
10%	**Review shop drawings and other contractor submittals related to in-progress construction. Coordinate with Construction personnel to resolve changes and evaluate construction conditions relative to design intent. Make field trips as necessary to investigate and resolve issues arising during construction. Assist with construction inspection, as needed.**

SUPERVISOR'S STATEMENT: **I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.**

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
Wen "Grace" Chen	➢	

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)	EMPLOYEE'S SIGNATURE	DATE
Vacant	➢	

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Percent of Time	*Activity*
5%	**Answer and respond to telephone inquiries from other Engineering Units, other Department divisions, and other agencies.**

OTHER RESPONSIBILITES

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 CalOES and FEMA 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, recover, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.

Perform field inspection of existing or proposed facilities. Perform inspections of slopes, embankments, bridges, tunnels, pipelines, building structures, hydraulic structures, and other enclosed areas. May Involve driving a pick-up truck or other vehicle off road on rugged terrain to and from job sites.

DIVERSITY, EQUITY AND INCLUSION

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.

SPECIAL REQUIREMENTS

Must possess a valid California driver's license when conducting State business that requires driving a vehicle. May be required to travel on public roadways including traveling to remote areas. Travel on short notice and overnight lodging will be required on some trips. The scope of responsibility of the Engineer, WR, in the Geotechnical Services Branch requires a broad working knowledge of civil engineering; design of structures including reinforced concrete, timber, structural steel; hydraulics; soils and rock mechanics; applicable design and building codes; and computer applications to design. Employee is supervised through frequent contact and guidance of a Senior engineer, with less frequent contact and assistance as he/she becomes familiar with his/her assignment. Employee receives specific instructions when work is assigned and complete, detailed review and checking when finalized.

The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.