

**CITY OF MANHATTAN BEACH**  
**SENIOR WATER PLANT OPERATOR**

**FEBRUARY 2005**

**DEFINITION:**

Under general supervision, operate and maintain the City's computerized water production and storage system; lead and participate in the work of Water Plant Operators and perform related work as required.

**ESSENTIAL JOB FUNCTIONS:**

The listed tasks are essential for this position and may include, but are not limited to, the following: directs, supervises and participates in the operation of manual and automatic water pumping facilities; provides training, guidance and instruction to Water Plant Operators; performs various administrative duties such as coordinating activities with contractors and vendors and handling and resolving problems associated with the City's automated water and wastewater system (SCADA); performs all of the major functions in the absence of the Water Plant Operator; estimates outflow requirements; assists the City electrician in instrumentation, calibration and upkeep; sets reservoirs and well pumps and inflow valves to meet anticipated needs; adjusts reservoir inflow and outflow valves to maintain proper balance within the total system; determines need and sets pumps to utilize well water allocated to City use; determines routing and diverts water flow when necessary to meet special demands and to by-pass equipment shut down for repairs; responds to after-hour emergency calls and reroutes or transmits night messages to other public works personnel; makes periodic physical checks of reservoir, well and pumping system; adjusts, cleans, makes minor repairs, and lubricates pumps, electric motors, and chlorinator; maintains pumps and buildings in an operable and orderly condition; reads meters and charts and keep water records. May act in the absence of the division supervisor. May be required to work shifts, weekends, and/or holidays.

**QUALIFICATIONS:**

**Training and Experience:** Requires two years of recent experience in maintaining and operating domestic water distribution system facilities and a High School diploma or GED. Computer literacy is highly desirable.

**Special Requirements:** A six-mile residency from main pumping plant is required.

**Licenses and Certificates:** Must have a valid California Class "C" driver's license at time of employment. Possession of a California State Health Department D2 Water Distribution Operation Certificate and a T2 Water Treatment Certificate at the time of application is required. Possession of a D3 Water Distribution Operation certificate is required within one year of employment.

**Knowledge, Skills and Abilities:** Knowledge of the methods, materials, equipment, and tools used in the operation and maintenance of water production, distribution, and storage facilities; knowledge of the City water system; knowledge of the internal workings of pumps, gauges, tanks and other water production, chlorination, distribution and storage facilities; through knowledge of manual backup control systems; knowledge of the automated water system (SCADA) and all related hardware; ability to maintain

records and prepare reports; become proficient with computer use; read and interpret gauges and recording devices; make standardized bacteriological and chemical tests; make minor repairs and adjustments on instrumentation and minor repair and adjustments on a personal computer; monitor and manage the water and wastewater system; must be able to establish and maintain effective working relationships with others.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

While performing the duties of this job, the employee must frequently lift and or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

The incumbent works regularly in outside weather conditions; frequently works with moving mechanical parts; and is exposed to wet and/or humid conditions and vibration. The incumbent occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, and toxic or caustic chemicals.