



# City of Buena Park Senior Water Services Technician

<b>SALARY</b>	\$26.91 - \$34.05 Hourly \$4,664.40 - \$5,902.00 Monthly \$55,972.80 - \$70,824.00 Annually	<b>LOCATION</b>	Buena Park, CA
<b>JOB TYPE</b>	Full-Time (Benefited)	<b>JOB NUMBER</b>	23-00553
<b>DEPARTMENT</b>	Public Works	<b>OPENING DATE</b>	12/19/2023
<b>CLOSING DATE</b>	Continuous		

## JOB BULLETIN

*Applications will be accepted on a **CONTINUOUS BASIS** until position is filled with a first date of Monday, January 22, 2024. Apply early! This position may close at any time without notice. Interested parties are strongly encouraged to submit application materials as soon as possible.*

Effective 6/24/2023: \$4,664 - \$5,902 Monthly  
Effective 6/22/2024: \$4,898 - \$6,197 Monthly

The City of Buena Park is recruiting for a Senior Water Services Technician to join the Public Works Water Division. Be a part of an exceptional team that operates over 220 miles of water mains and sewer mains and owns and operates eight water wells. We are seeking an individual who has exceptional technical, problem-solving, leadership and interpersonal skills. The ideal candidates has experience in responding to leaks, main brakes, meter shop, meter reading and meter repair. If you have excellent leadership and customer service skills, **APPLY TODAY!**

## GENERAL PURPOSE

Under general supervision, performs varied semi-skilled and skilled maintenance and customer service tasks in providing city water services; and does related work as required.

## DISTINGUISHING CHARACTERISTICS

The Senior Water Services Technician performs a greater range of water maintenance inspection functions and requires more specialized knowledge of water quality testing procedures and equipment utilization than the Water Services Technician.

## ESSENTIAL FUNCTIONS

*The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.*

1. Reads and re-reads residential, commercial, and construction site water meters.
2. Investigates delinquent accounts or those having irregular changes in water consumption patterns; talks with customers regarding water quality and water service procedures and the causes of common problems.

3. Operates front-end loader to load and unload materials; operates backhoe to excavate trenches and backfill trenches.
4. Flushes water mains.
5. Locates water lines and sources of leaks; connects or repairs water line breaks and water valves and meters.
6. Checks proper operation of water pumps, surge tanks, wells, and water reservoirs and maintains equipment.
7. Takes physical readings of water levels; checks water quality and production readings; takes water samples.
8. Inspects fencing and lighting systems and makes minor electrical and plumbing repairs.
9. Monitors material usage and completes basic work records.
10. Attends periodic training in water quality testing procedures.
11. Completes operational reports pertaining to production facilities, chlorine residual, and sodium chloride usage levels.
12. Receives training in problem solving and methods for diagnosing and correcting malfunctions and resetting relays and control system components.
13. Makes mathematical calculations of water volume stored in reservoirs and water flows in and out of pumping facilities.
14. May be required to assist in the sewer division as assigned.

## QUALIFICATIONS GUIDELINES

### Knowledge of:

Water service maintenance procedures and customer service practices; equipment safety, traffic control, and environmental requirements; operating principles and maintenance methods involving pumps, valves, electric motors, diesel engines, and electronic, computerized and manual control systems; basic principles, methods, practices and techniques utilized in chemical, bacteriological and biological analyses; safety standards and practices and water quality testing procedures; effective customer service techniques.

### Ability to:

Perform semi-skilled and skilled maintenance work related to water production and service facilities; safely operate hand and power tools, including metering and testing devices, transmission equipment, and machinery; read and interpret data from digital control equipment and micro-computers; accurately read meters, gauges, valve books, blueprints and schematic drawings; complete basic work records; communicate effectively, both orally and in writing; establish and maintain effective working relationships with co-workers, supervisors, and the general public.

## PHYSICAL AND MENTAL DEMANDS

*The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### Physical Demands

While performing the duties of this class, an employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach above and below shoulder level with hands and arms. The employee frequently is required to talk and hear; stand and walk; sit; climb or balance; bend, stoop, kneel or crouch. The employee must lift and carry hand and power tools weighing up to 50 pounds or more. The employee must be able to use respirator equipment and work in confined spaces.

Specific vision abilities required for this class include close vision, depth perception, color vision, and the ability to adjust focus.

### Mental Demands

While performing the duties of this class, an employee is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; interact with city staff, other organizations and the public.

**WORK ENVIRONMENT**

The employee frequently works in extreme outside weather conditions, near moving mechanical parts, in high or precarious places, and is exposed to wet or humid conditions, vibration, fumes or airborne particles, toxic or caustic chemicals, and the risk of electrical shock. The noise level is occasionally loud, at or above 85 decibels.

**EDUCATION/TRAINING/EXPERIENCE**

Valid Class B California driver license, acceptable driving record, and evidence of insurance are **required within one year of appointment to this position.**

Depending upon position assignment, a valid Class A California driver license may be required, including Medical Certification and Water Tanker endorsement.

Valid State Water Resources Control Board Water Distribution Operator Grade Level D2 Certificate is **required.**

May be required to work different shifts and respond to emergency calls during non-regularly scheduled work hours, including nights and weekends.

**LICENSES/CERTIFICATES/SPECIAL REQUIREMENTS**

High School graduation or G.E.D. equivalent is required, preferably supplemented by coursework and vocational training in either water distribution or water treatment. Three years of experience involving water distribution, production, maintenance, water quality testing, and customer service is required.

**APPLICANT INFORMATION/EXAM WEIGHT**

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Applicants must file a concise and complete City application regarding their qualifications for the position online through the Human Resources Department webpage at [www.buenapark.com/hr](http://www.buenapark.com/hr) as soon as possible. Applications may be accompanied by a resume describing experience, education and training in relation to the requirements of the position, however resumes will not be accepted in lieu of a City employment application.

All applications will be reviewed and only those candidates determined to be most qualified on the basis of experience and education, as submitted, will be invited to participate in the selection process. The selection process may include, but is not limited to oral interview and/or written exams and oral presentations. Successful candidates will be placed on the employment eligible list from which hires may be made. The list is valid for up to one year, unless exhausted sooner.

The City of Buena Park is an Equal Opportunity employer and does not discriminate on the basis of race, color, creed, ancestry, national origin, gender, marital status, sexual orientation, religion, age, veteran status or disability.

The City of Buena Park Alcohol and Drug Abuse Policy requires that all applicants undergo drug and alcohol testing prior to employment.

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**Agency**

City of Buena Park

**Address**

6650 Beach Boulevard

Buena Park, California, 90620

**Phone**

714-562-3515

714-562-3512

**Website**

<http://www.buenapark.com/HR>

## Senior Water Services Technician Supplemental Questionnaire

### \*QUESTION 1

To better evaluate your qualifications for this position, responses to this supplemental questionnaire are required. The information you provide will be used to determine your eligibility to continue in the selection process. An incomplete and inaccurate application may lead to disqualification. It is your responsibility to fill out the application thoroughly and accurately. Resumes will not be accepted instead of completing these questions. Please provide concise, descriptive, and detailed information when answering the questions. If you do not have experience, please write "NONE". NOTE: 'See resume', 'See above', or copy and paste of your resume are not considered qualifying responses and will not be considered when evaluating your qualifications.

- I acknowledge receipt of this information and understand the instructions.

### \*QUESTION 2

What is your highest level of education completed?

- No Diploma
- High School or G.E.D.
- Some College - 59 units or less
- Some College - more than 60 units
- Associate's Degree
- Bachelor's Degree
- Master's Degree

### \*QUESTION 3

A valid California class B driver license, acceptable driving record, and evidence of insurance is required for this position. Depending on the assignment, a valid Class A California driver license may be required, including Medical Certification and Water Tanker Endorsement. What type of Driver License do you possess?

- I do not have a valid California driver license
- Class C, non-commercial license
- Class A, non-commercial license
- Class C, commercial license, with HAZMAT endorsement
- Class B, commercial license, with tanker endorsement
- Class A, commercial license, with tanker endorsement

### \*QUESTION 4

A valid Water Distribution Operator Grade Level D2 certificate issued by the State Water Resources Control Board is required for this position. What Grade Certification do you possess?

- Grade D1
- Grade D2
- Grade D3
- Grade D4
- Grade D5
- No certification

**\*QUESTION 5**

**How many years of experience do you have involving water distribution, production, maintenance, water quality testing, and customer service is required?**

- No Experience
- Less than 3 years experience
- 3 to less than 4 years experience
- 4 or more years experience

**\*QUESTION 6**

**Please describe your experience involving water distribution, production, maintenance, water quality testing, and customer service is required.**

**\*QUESTION 7**

**Please tell us why you want to work as a Senior Water Services Technician for the City of Buena Park?**

\* Required Question