



## Orange County Water District Assistant Recharge System Operator

<b>SALARY</b>	\$38.29 - \$47.87 Hourly	<b>LOCATION</b>	Anaheim, CA
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	2024-00006
<b>DEPARTMENT</b>	Field Headquarters	<b>OPENING DATE</b>	02/06/2024
<b>CLOSING DATE</b>	3/1/2024 4:00 PM Pacific		

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### Description

#### FLSA: Non-Exempt

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

The Assistant Recharge System Operator is the first level in the three-level Recharge System Operator series. Incumbents are responsible for assisting the Recharge Operations Supervisor and (Senior) Recharge System Operator(s) with operating the recharge system, collecting hydrologic data, and efficiently routing water through the recharge system. The Assistant Recharge System Operator is distinguished from the Recharge System Operator classification by the need for supervision in operating the recharge system and limited analysis of hydrologic data.

### Examples of Duties

*The following essential job functions are typical for this classification. Incumbents may not perform all of the listed job functions and/or may be required to perform additional or different job functions from those set forth below to address business needs and changing business practices. Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Operates recharge system under supervision of the Recharge Operations Supervisor or (Senior) Recharge System Operator(s).
- Under supervision, performs stream flow measurements using accepted methods and techniques with the FlowTracker and RiverSurveyor.
- Assists in operating, troubleshooting, and maintaining the Supervisory, Control and Data Acquisition (SCADA) system for District's recharge system.

- Assists in compiling and assembling data for a variety of reports that account for water percolated and recharge facility activities, including data generated by the SCADA system.
- Under supervision, visits gauging and reservoir sites making observations and collecting data from a variety of instrumentation.
- Under supervision, surveys elevations to install reference staffs, and establishes relative elevations on special and/or research projects.
- Completes Maximo work orders including cleaning gage houses and other recharge facilities/equipment.
- Reads, cleans, and assists in the installations of reference staffs.
- Participates in training activities.
- Handles job stress.
- Interacts effectively with others in the workplace.
- Follows all workplace and job safety rules and policies.
- Performs other duties of a similar nature or level as required.

## **Typical Qualifications**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

### **Knowledge of:**

- General scientific principles.
- Basic mathematics.
- Data collection methods.

### **Ability and Skills in:**

- Using computers and related software applications.
- Communication, and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

## **EDUCATION AND EXPERIENCE GUIDELINES**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education/Training:** A minimum of a high school diploma. Must obtain a State of California Department of Public Health Grade D-1 Certification within 1 year of hire.

**Experience:** One year of experience in a related field; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**License:** Valid California Class "C" Driver's License and ability to drive OCWD vehicles on public roadways.

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Physical:** Positions in this class typically require kneeling, crouching, walking, pulling, fingering, feeling, talking, hearing, seeing and repetitive motions. Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Working outdoors in rivers, stream channels, and basins during windy, raining, hot, or cold climatic conditions. Incumbents require sufficient physical ability to work in field and office settings; hike up steep hills, wade in chest deep water, stand or sit for prolonged periods of time; operate equipment including use of hydraulic operators to turn valves, stream flow measuring equipment, a computer keyboard; push, pull, lift, and/or carry light amounts of weight; verbally communicate to exchange information.

**Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment. Incumbents may be subjected to inadequate lighting.

**Hearing:** Hear in the normal audio range with or without correction.

### **DISASTER SERVICE WORKERS**

All Orange County Water District employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employees are required to complete all related training as assigned, and to return to work as ordered in the event of an emergency.

## **Supplemental Information**

### **SCHEDULE:**

9/80, with alternating Fridays off, 6:30 AM – 4:00 PM. Will be required to work on-call standby rotation shift with the ability to be onsite within one hour of being called back.

**Hourly (Non-Exempt) Range:** \$38.29-\$48.87

Emergency standby compensation:  $\frac{3}{4}$  hour per standby shift

Callback compensation: two hours callback overtime pay, if called.

Candidates given an offer of employment will be required to pass a medical examination and background check. You must submit an OCWD online employment application to be considered. Please visit [www.ocwd.com](http://www.ocwd.com) to complete an application. Applications will be accepted until a sufficient number apply. EOE

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### **Agency**

Orange County Water District

### **Address**

18700 Ward Street

Fountain Valley, California, 92708

**Website**

<http://www.ocwd.com>

**Phone**

714-378-3200

**Assistant Recharge System Operator Supplemental Questionnaire**

**\*QUESTION 1**

Do you have a high school diploma or GED equivalent?

- Yes
- No

**\*QUESTION 2**

Do you have one or more years of experience in a related field? If so, how many years and in which position(s)?

**\*QUESTION 3**

Do you have a current Drinking Water Distribution Operator Grade D1 Certificate issued by the State of California Water Resources Control Board?

**\*QUESTION 4**

Do you currently possess a valid California Class "C" Driver's License? For out-of-state applicants: Currently possessing the equivalent of a California Class "C" driver's license from another state and having the ability to readily obtain a Class "C" driver's license in the State of California would temporarily suffice this requirement.

- Yes
- No

**\*QUESTION 5**

Are you familiar with a Supervisory, Control and Data Acquisition (SCADA) system? If so, please describe your experience.

**\*QUESTION 6**

Describe your proficiency with Microsoft Office (Word, Excel, and Outlook).

**\*QUESTION 7**

This position will require you to work an on-call standby rotation shift. You must be able to be onsite within one hour of being called back. Will you be able to meet this requirement?

- Yes
- No

**\*QUESTION 8**

I hereby understand and declare that the statements on this supplemental questionnaire are true and complete to the best of my knowledge. As applicable, I hereby authorize the Agency and/or designees to contact the references listed to verify the information I have supplied. I hereby release from liability all persons and organizations furnishing such

information. I understand that the Agency reserves the right to validate information received on the supplemental questionnaire and that I will be subject to disqualification and/or termination if any statement in this supplemental questionnaire is found to be untrue or determined to be misleading.

Yes

No

\* Required Question