

WATER PROTECTION TECHNICIAN

DEFINITION

Under general supervision, assists in administering the District's backflow prevention and cross connection control programs including inspecting water system installations to protect the District's public water supply from contamination; investigates, tests, and inspects backflow devices for compliance with regulations; provides information and assistance to other departments, contractors, engineers, developers, and the general public; maintains a variety of records, files, and documentation; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is the entry-level classification in the Water Protection Technician class series. Initially under close supervision, incumbents learn and perform routine backflow device testing and inspection duties. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level exercise limited discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. This class is distinguished from the Senior Water Protection Technician in that the latter performs the more complex aspects of the work assigned including administering the cross-connection program and coordinating, scheduling, and conducting cross connection surveys.

Positions in the Water Protection Technician class series are flexibly staffed; positions at the Senior Water Protection Technician level are normally filled by advancement from the Water Protection Technician level. Progression to the Senior level is dependent on satisfactory work performance (an overall performance rating of "exceeds standards" or higher on most recent annual performance evaluation is required), the incumbent meeting the minimum qualifications for the classification including any licenses or certifications, and management approval.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the typical functions of the job.

- Tests, certifies, builds, replaces, and maintains any size or type of backflow device in the District's boundaries; ensures conformance with federal, state, and local backflow requirements; supports engineering inspectors for inspection of new backflow units as assigned.
- Performs inspections of businesses, industrial, and residential customers within the District's service area to assess backflow prevention needed to protect the water system from potential contamination and pollution; based on inspection results, notifies and advises customers where and what kind of devices need to be installed and follows up to ensure that the appropriate devices have been installed.

- Coordinates, generates, and sends initial, follow up, and final notices to owners of backflow devices for annual testing; coordinates with Customer Services staff to shut off water, if needed, for non-compliance enforcement.
- Maintains computerized records and files of backflow device locations, inspections, test results, and corrections.
- Receives, investigates, reviews, and responds to inquiries and complaints from contractors, developers, engineers, and the public concerning backflow devices in a timely, courteous, and efficient manner.
- Operates a variety of simple plumbing tools, test gauge, and other hand tools to test and/or repair new and existing backflow prevention devices.
- Assists in administering and maintaining the District's cross connection program including planning, coordinating, and designing cross connection tests for new and existing recycled water use sites.
- Participates in conducting property site and sanitary surveys and implements procedures and schedules for evaluating new and existing facilities to assess the degree of hazard, type, quantity, and location of backflow prevention installations.
- Reads, understands, and ensures compliance with the District Safety Manual; attends safety meetings, as required; reports all accidents, violations, or infractions to supervisor.
- Performs related duties as required.

QUALIFICATIONS

Knowledge of:

- Operating characteristics of plumbing, water system, and backflow devices.
- Basic mathematical principles.
- Operational characteristics, use of, and maintenance requirements of equipment used in testing and inspecting backflow devices.
- Occupational hazards and standard safety procedures related to conducting inspections.
- Record keeping and filing system methods, principles, and practices.
- Applicable federal, state, and local laws, codes, and ordinances relevant to area(s) of responsibility.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Perform inspections on a variety of water systems and wastewater pre-treatment devices.
- Learn and understand the District's potable and recycled water distribution systems and treatment systems.
- Learn and comply with principles and practices of confined space entry.
- Learn, understand, interpret, explain, and apply all pertinent laws, codes, and ordinances and District policies, procedures, and work standards relevant to work performed.
- Review and interpret blueprints, plans, and technical manuals pertaining to commercial and industrial complexes to determine compliance with District, state, and federal requirements.

- Safely and effectively operate a variety of inspection equipment in a safe and effective manner.
- Effectively represent the District to outside individuals and agencies to accomplish the goals and objectives of the unit.
- Perform mathematical calculations.
- Comply with District and mandated safety rules, regulations, and protocols.
- Prepare and maintain technical reports, accurate logs, records, and clear and concise written reports of work performed.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

Equivalent to the completion of the twelfth (12th) grade supplemented by college level coursework or specialized training related to water science including pre-treatment and cross control programs.

Experience:

- One (1) year of experience in testing and repair of backflow prevention devices.

Licenses and Certifications:

- Possession of a valid Class C California driver's license, to be maintained throughout employment.
- Possession of a valid Backflow Device Testing certificate issued by the Riverside County Environmental Health Department, to be maintained throughout employment.
- Possession of a valid Water Distribution Operator Grade 1 (D1) or Water Treatment Operator Grade 1 (T1) Certificate issued by the California State Water Resources Control Board, to be maintained throughout employment.

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 this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

ENVIRONMENT

Indoor and outdoor environments; travel from site to site; exposure to noise, dust, grease, smoke, fumes, gases, electrical currents, toxic agents/chemicals, and inclement weather conditions; work with or in water; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain.

PHYSICAL

- Level Two
- Pulmonary

Incumbents require sufficient mobility to work in an office and field setting; stand, stoop, reach, bend, kneel, squat, and walk on uneven terrain, loose soil and sloped surfaces; reach and twist; push, pull, lift, and/or carry moderate amounts of weights; operate assigned equipment and vehicles; requires a sense of touch, finger dexterity, and gripping with hands and fingers; ability to 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.

HEARING

Hear in the normal audio range with or without correction.