



# Water Distribution Operator I, II, III

Revision Date: January, 2023

BYRON-BETHANY IRRIGATION DISTRICT

**I - Range #15    II - Range #25    III - Range #35**

**Annual Salary Range from \$52,860 to \$104,306,  
Plus pay incentives during irrigation season**

## **DESCRIPTION:**

Under general supervision, maintains close working relationship with District personnel and external customers or entities in order to coordinate the proper conveyance and distribution of water resources efficiently and effectively. Use computerized applications to schedule, communicate, and record information essential for accurate billing, regulatory compliance, and water conveyance. Execute various duties relating to constructing, repairing, cleaning, and maintaining District facilities in addition to other duties as assigned. Under direction from supervisor to perform physical work and operate a variety of handheld, power, and equipment in the maintenance and repair of District facilities.

This is a non-exempt position series and is part of the Operations and Maintenance Department.

## **EXAMPLES OF DUTIES:**

Duties may include, but are not limited to the following:

### **IRRIGATION SEASON - DUTIES AND RESPONSIBILITIES**

- Strategically convey water and schedule irrigations for efficient water distribution while maintaining consistent head pressure and safe operation of the District's irrigation system. This conveyance and scheduling will occur in the field as well as an office environment.
- Establish and sustain working relationships with customers and coworkers in order to monitor, assess and improve water deliveries; communicate clearly and concisely both orally and in written format with customers and coworkers.
- Communicate with Call Center, customers and other WDOs concerning daily water orders and aids or advises when necessary.
- Use extensive knowledge of operating procedures in combination with SCADA to accurately collect, analyze and report critical data for regulatory, billing and planning purposes.
- Proficiently operate all relevant software programs such as SCADA, Microsoft Suite, GIS and internal water billing systems for cross-verification, troubleshooting, scheduling, and operational purposes.
- Learn names, locations, and safe operations of all improvement district facilities within the assigned service area. Inspect and operate main canals, laterals, pipelines, and ditches to insure they are in proper working order and free from debris and moss.

- Remove debris when possible and report serious issues to Construction and Maintenance Department. Coordinate aquatic plant control and hazardous chemical removal from canals.
- Coordinate pipeline, canal and ditch repair with farmers, other district employees and contractors. Perform construction and maintenance of canal system and other district facilities.
- Control the opening and closing of side gates to regulate water deliver. Inspect and operate pumps and other related equipment. Respond to emergency calls.
- Perform accurate flow measurements with District assigned meters using District approved procedures while on regularly assigned shift.
- May be assigned to other duties as required by supervisor.

### **NON-IRRIGATION SEASON - DUTIES AND RESPONSIBILITIES**

- Work individually and/or with a crew to complete maintenance work and capital projects through the off season.
- Oil, lube, clean and repair pumps, and related equipment.
- Operate a variety of construction equipment, including but not limited to, dump trucks, backhoes, and loaders.
- Operate and maintain gunite equipment. Install and repair drain lines, pipelines, and ditches.
- Form and pour slabs, walls, weirs, side gates, pipelines, and canal lining. Performing general carpentry, plumbing, welding, and painting and other similar major and minor repair.
- Responsibilities may extend to other administrations and departments throughout the District as needed.
- Perform related work as required.

**Other Related Duties:** Performs other duties as assigned

### **TYPICAL QUALIFICATIONS:**

#### **Water Distribution Operator I**

Any combination of education, experience, knowledge, and abilities may satisfy the necessary minimum qualifications. A typical way to obtain the education, experience, knowledge, and abilities would be:

**Education:** High School diploma or equivalent. College course work in agriculture or soils science is desirable, but not required.

**Experience:** Three (3) years' experience in general construction and agricultural activities, equipment, and maintenance with emphasis on irrigation principles desirable.

#### **Water Distribution Operator II**

Two (2) years' experience performing work as a Water Distribution Operator I with BBID, or equivalent experience.

#### **Water Distribution Operator III**

Three (3) years' experience performing work as a Water Distribution Operator II with BBID, or equivalent experience.

## **Knowledge and Abilities:**

- Knowledge of construction techniques; construction hand tools, carpentry, and concrete forming practices.
- Understanding of agricultural irrigation practices.
- Ability to operate a variety of construction equipment and small hand tools.
- Work in confined spaces.
- Understand and carry-out oral and written directions.
- Good oral and written communication skills
- Perform light to heavy physical labor in various weather and work site conditions.
- Understand and carry-out oral and written directions.
- Establish and maintain effective working relationships with staff, public, and those contacted within the course of work.
- **Technical and Analytical:** Knowledge of recordkeeping and reporting procedures, basic math, safe work practices, vehicle operation, basic , tools, techniques and materials used in the construction, maintenance, repair, and cleaning of irrigation facilities. Knowledge of irrigation practices, crops, soils and water measurement techniques and principles. Understanding of engineering principles as it relates to safely operating and maintaining irrigation delivery system Ability to operate computer-based programs to retrieve, organize, analyze, and assess data. Ability to apply the District’s policies and Irrigation Rules in the field.
- **Administration and Operations:** Work without direct supervision. Must have ability to fairly interpret and enforce District rules and procedures in a manner that defuses tense situations. Ability to plan, organize and manage time and duties with indirect supervision. Must have ability to remain calm in demanding situations.

**Special Requirements:** Must have a valid California Class C driver license. Obtain an appropriate Class A driver license with air brake, tanker, and combo endorsements during the first ten (10) months as a Water Distribution Operator and maintain thereafter. Employee may be required to obtain Cal EPA Qualified Application License. Attainment of crane certification is required subject to management discretion and must be maintained thereafter. This position may require any or all of the following: night shift, weekend, holiday, on-call, and overtime work. The work schedule during the irrigation season shall consist of seven (7) consecutive days.

## **SUPPLEMENTAL INFORMATION: IRRIGATION SEASON - DUTIES AND RESPONSIBILITIES**

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- Establish and sustain working relationships with customers and coworkers in order to monitor, assess and improve water deliveries; communicate clearly and concisely both orally and in written format with customers and coworkers.
- Communicate with Call Center, customers and other WDOs concerning daily water orders and aid or advise when necessary.

- Use extensive knowledge of operating procedures in combination with SCADA to accurately collect, analyze and report critical data for regulatory, billing and planning purposes.
- Be proficient in operating all relevant software programs such as SCADA, Microsoft Suite, GIS and internal water billing systems for cross-verification, troubleshooting, scheduling, and operational purposes.
- Learn names, locations, and safe operations of all improvement district facilities within the assigned service area.
- Inspect and operate main canals, laterals, pipelines, and ditches to insure they are in proper working order and free from debris and moss. Remove debris when possible and report major issues to Construction and Maintenance Department.
- Coordinate aquatic plant control and hazardous chemical removal from canals. Coordinate pipeline, canal and ditch repair with farmers, other district employees and contractors.
- Perform construction and maintenance of canal system and other district facilities.
- Control the opening and closing of side gates to regulate water deliver.
- Inspect and operate pumps and other related equipment.
- Respond to emergency calls.
- Perform accurate flow measurements with District assigned meters using District approved procedures while on regularly assigned shift.
- When not conveying water, may be assigned to other duties as required by supervisor.

### **SUPPLEMENTAL INFORMATION: NON-IRRIGATION SEASON - DUTIES AND RESPONSIBILITIES**

- Work individually and/or with a crew to complete maintenance work and capital projects through the off season.
- Oil, lube, clean and repair pumps, and related equipment.
- Operate a variety of construction equipment, including, but not limited to dump trucks, backhoes, and loaders.
- Operate and maintain gunite equipment. Install and repair drain lines, pipelines, and ditches.
- Form and pour slabs, walls, weirs, side gates, pipelines and canal lining.
- Performing general carpentry, plumbing, welding and painting and other similar major and minor repair.
- Responsibilities may extend to other administrations and departments throughout the District as needed.
- Perform related work as required.