PRINCIPAL WATER ENGINEER

DEFINITION
Under general direction, manages and oversees staff engaged in the operation and maintenance of the Water Services in order to produce and deliver safe and aesthetic water to the residents of the City.

ESSENTIAL FUNCTIONS
This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class. Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS
- Plans, designs, inspects and administers contracts water system projects, and water treatment and distribution operations; oversees, interprets and implements City, state and Federal guidelines, policies and procedures of water quality; maintains ground water production, treatment and water quality;
- Manages and maintains the services in the public right-of-way, sewer mains, storm drains, manholes and catch basins, collection and disposal of hazardous waste;
- Water meter reading and replacement; and water line gate valves and fire hydrants;
- Develops, implements and oversees Division safety programs;
- Recommends and conducts safety training meetings; investigates and answers public works complaints or inquiries.
- Prepares and administers Division budgets and monitors expenditures;
- Maintains records and submits reports to Department of Health and other governing bodies for compliance;
- Recommends the purchase of equipment and assists in the development of equipment specifications; monitors and verifies safe work practices of assigned staff;
- Develops and implements policies, procedures, goals and objectives for assigned Divisions.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
- Knowledge of applicable city, county, state and Federal statutes, rules, ordinances, codes and regulations governing water utilities operations, management and/or supervision principles;
- Skilled in assessing and prioritizing multiple tasks, projects and demands, working within deadlines to complete projects and assignments, providing and following oral and written instructions, in establishing and maintaining effective working relationships
- Ability to effectively communicate verbally and in writing in English to all levels of staff and possess the ability to maintain a Health Department Water Treatment Certificate, Water Quality Analyst Certificate and Water Distribution Certificate.
- Proficient operating a personal computer and software packages

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Work is performed in an office environment. Work may require frequent standing, walking and bending. Incumbents in this classification may be exposed to repetitive motion and vision to monitor.

QUALIFICATIONS
Health Department Water Treatment Certificate, Water Quality Analyst Certificate and Water Distribution Certificate. AND five (5) years experience progressively responsible water treatment and distribution operation including two (2) years at a supervisory level or an equivalent combination of education and experience. Must possess at the time of application and maintain a valid California Driver’s License.