JOB DESCRIPTION

Coachella Valley Water District

TITLE: Distribution Operator III

DEPARTMENT: Operations

Date: November 2006

SECTIONS: Domestic Operations
          Domestic Construction

SRN: 28

REPORTING RELATIONSHIP:

Reports to: Supervisor, Domestic Water
            Crew Chief, Domestic Water

Supervises the following positions: In a lead role, supervises Distribution Operators I and II,
Distribution Utility Worker I, II and II, Equipment Operator

DEFINITION: Under general supervision, performs a variety of skilled duties in the
maintenance and construction of District domestic production and distribution pipelines and
structures. Acts in a lead role and assists the Crew Chief in providing project leadership on job
assignments and related work as required.

ESSENTIAL FUNCTIONS:

1. Assists the Crew Chief to provide project leadership, schedule work, and order appropriate
   materials and in the absence of the Crew Chief assumes full responsibility for the crew.

2. Operates various types of equipment used in the placing of asphalt such as skip loaders,
   rollers, 15 yard dump trucks, spreader boxes and other related equipment.

3. Performs moderate to heavy labor which include digging, spreading, raking, and shoveling of
   asphalt or subgrade material.

4. Meets with inspectors or other municipal/county personal in the absence of Crew Chief.

5. Assist in preparing and maintaining accurate reports and records when required.

6. Read and interpret plat books, as-builts, and blue prints.

7. Work out mathematical equations pertaining to asphalt.

8. Operate various types of cutting equipment such as pavement saws, jackhammers, cut off
   saw, and cutting torch.

9. Call for Underground Service Alert when required.
JOB DESCRIPTION

Distribution Operator III – Page 2

ESSENTIAL FUNCTIONS (Cont.):

10. Operate and maintain a variety of hand and air tools.

11. Assist in the training of assigned personnel on job skill and assorted duties.

12. Strictly adheres to District safety practices and procedures, which includes traffic control set up and removal.

MINIMUM QUALIFICATIONS:

License or Certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

AND

Must have a California State Class A Drivers License with endorsements.

AND

Possession of a Grade D3 Water Distribution Operators Certificate issued by the State of California Department of Health Services.

Knowledge:  
- District personnel rules and rules of conduct.  
- Materials and supplies used in domestic water systems.  
- Uses, purposes and maintenance of hand tools.  
- Safe working practices and procedures.  
- Basic plumbing practices and procedures.  
- Local geography  
- Map Reading/Plat books  
- Paving principles and procedures

Abilities:  
- Provide training for crew members.  
- Set example of proper work ethic and behavior.  
- Use hand tools with skill and safety.  
- Perform heavy manual labor.  
- Understand and carry out oral and written instructions.  
- Communicate effectively with others.  
- Maintain accurate records and reports.  
- Learn semiskilled maintenance and construction work and equipment operation related to District functions.  
- Work cooperatively with others.
JOB DESCRIPTION

Distribution Operator III – Page 3

MINIMUM QUALIFICATIONS (Cont.):

Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way would be to have five years total experience including a minimum one year as a Distribution Operator II.

PHYSICAL REQUIREMENTS:

1. Will work weekends, evenings, holidays, overtime and standby when required.

2. Will work in extreme weather conditions including heat and rain. Also will work in areas containing chemicals, dust, fumes, and vapors.

3. Performs pick and shovel work when required.

4. Drives District vehicles to job sites and uses a two-way radio to communicate. Driving: Heavy.

5. Brings equipment and materials to job sites including over rough terrain.

See Human Resources for physical assessment form.