JOB DESCRIPTION

Coachella Valley Water District Date: August 6, 2014

TITLE: WATER MANAGEMENT TECHNICIAN SECTION: WATER MANAGEMENT

DEPARTMENT: Communication & Conservation SRN: A-31

REPORTING RELATIONSHIP:

Reports to: Water Management Supervisor

Supervises the following positions: Not applicable

DEFINITION: Under general direction, performs a variety of water management customer service roles. Takes the lead in performing the duties associated with any of a wide variety of water management programs: Residential, commercial, golf course or agricultural. Performs landscape and irrigation system review of large and complex proposed development plans, determines appropriate system design and approves customer applications for larger landscape meters.

ESSENTIAL FUNCTIONS:

1. Approves residential and commercial Smart Controller, turfgrass replacement, nozzle upgrades, toilet replacement program applications; provides technical assistance for existing residential and large landscape clientele including issues associated with tiered rates.

2. Selectively participates in the District’s Turfgrass Replacement Rebate Program, the High Efficiency Toilet Rebate Program, the Indoor Water Conservation Kit Program, CIMIS data entry into the Tiered Rate Billing computer program, High Consumption Investigations and Conservation Reviews.

3. Performs field tests, studies, surveys and inspections and will do related work on new programs as required.

4. Participates in the District’s water management educational programs including performing presentations to large groups.

5. Assists the Water Management Specialist I in the execution of one or more of the District’s Water Management programs within a specific water management client category: Residential, commercial, golf course or agricultural.

6. Trains and oversees the work of the Water Management Aides on plan check review responsibilities, site plan check compliance inspections, smart controller installations, conduct High Consumption/Conservation Review site visits, and conduct landscape/nozzle/toilet rebate site work.
ESSENTIAL FUNCTIONS Cont’d:

7. Assists customers and other Water Management staff in all aspects of tiered rate issues including review of water budgets, high consumption investigations, staffing the tiered rates hotline, and providing technical assistance.

8. Explain and present both general efficient water management principles and fully explain any of the ongoing District customer assistance programs to single individuals or large groups.

9. Answers technical verbal and written questions regarding landscape water application methods, irrigation efficiencies and plant suitability to this climate using accurately worded responses.

10. Collects, maintains and analyzes data on District computer system for conservation program related research and program analysis reports.

11. Attends workshops and seminars to keep current on industry standards and new advances.

12. Represents the District at workshops and seminars. Presents information in a clear and understandable manner.

MINIMUM QUALIFICATIONS:

License or Certificates. Any two of the following:

Certification by the American Water Works Association for Water Use Efficiency Practitioner, Grade 1, an Irrigation Association’s Certified Landscape Irrigation Auditor; an UCRX certificate in Turf Grass Management or Landscape Irrigation Management; a California Landscape Contractor’s Association’s Certified Landscape Irrigation Auditor; a Living Desert University or University of California extension Certified Master Gardener, an Irrigation Technical Training School Certified Irrigator Technician, or Certified Arborist.

Education: High School diploma or GED certificate. Associate’s degree in agribusiness, horticulture, plant science or turf grass preferred.

Experience: Any combination of training and experience which meets the essential functions of the position. Two years of experience in the execution of 3 or more of following Water Management conservation Programs: Plan Checking, WBIC Installation, Tiered Rates
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Knowledge of:
- CVWD regulations, policies & procedures
- Principles and practices of landscape irrigation
- Design of modern irrigation systems
- Desert native and adaptable plants for this climate
- Use of District computer programs utilized by Water Management

MINIMUM QUALIFICATIONS (Cont.):

- Soil types and plant water use
- Field and technical knowledge of landscape and irrigation construction principles and practices
- Tiered rate billing structure, budgets and appeal procedures

Abilities:
- Read and review grading, landscaping, soils, and irrigation system plans
- Read and comprehend technical reports and publications
- Calculate water efficient irrigation schedules
- Calculate Tiered Rate Budgets
- Perform a variety of field tests
- Familiar with WM computer programs including Sungard data entry
- Provide accurate information to public in a professional and courteous manner
- Communicate effectively verbally and in writing
- Works cooperatively with others
- Maintain accurate records and reports
- Operate a computer workstation

PHYSICAL REQUIREMENTS:

Drives District vehicle to job sites, including over rough terrain. Uses two-way radio to communicate. Driving: light.

Sits for prolonged periods of time.

May work in extreme weather conditions including heat and rain.

See Human Resources for physical assessment form.