JOB DESCRIPTION

TITLE:  Water Resources Associate

SECTION:  Environmental Services

DEPARTMENT:  Engineering

SRN:  A-42

REPORTING RELATIONSHIP:

Reports to:  Environmental Services Manager

Supervises the following:  N/A

DEFINITION:  Under general direction, performs a lead role in evaluating and reporting water resources data and implementing water resources programs in compliance with water quality regulations in the fields of irrigation, domestic water, sanitation and stormwater.

ESSENTIAL FUNCTIONS:

1.  Review, research and evaluate proposed water quality regulations and prepare regulatory summaries, comments and reports.

2.  Develop and implement environmental monitoring programs.

3.  Interpret water quality data and prepare technical reports and correspondences in response to requests from regulatory agencies, consultants and the public.

4.  Develop monitoring methods and procedures for implementing special studies related to water resources.

5.  Attend meetings related to water resources as a district representative and prepare meeting summaries and evaluations.

6.  Participate in professional associations, workgroups and committees working on water resources issues.

7.  Review, summarize and analyze complex chemical, biological and radiological water quality data.

8.  Allied functions related to regulatory compliance, monitoring, analysis and reporting for water quality and water supply issues in the fields of sanitation, domestic water, irrigation and stormwater.
MINIMUM QUALIFICATIONS:

License or Certificate: Valid Vehicle Operator’s License issued by the state Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

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 three years of experience as an Engineering Technician III or Environmental Specialist working with water quality, laboratory and regulatory issues in an irrigation, domestic water, sanitation and stormwater or similar environment.

Education: A Bachelor of Science Degree in Environmental Science, Engineering, Chemistry, Biology or a related field from an accredited college or university is required.

Knowledge of:
- District rules and regulations.
- Location of district facilities and how these facilities operate within systems.
- Methods of collecting, preserving and documenting water quality samples.
- Methods of stream flow measurements and water level monitoring.
- Computer program concepts, spreadsheets and databases as they relate to data management, record keeping, data evaluations and reports.
- General knowledge of the processes involved with irrigation, domestic water, sanitation and stormwater engineering.
- Principles of chemistry and chemical safety related to water quality testing.
- Principles of statistics related to data summaries and evaluations.
- Water quality standards, permits and environmental regulations related to the fields of irrigation, domestic water, sanitation and stormwater.
- Environmental regulations such as the Clean Water Act, the Clean Air Act and the Safe Drinking Water Act.
- California laws and regulations pertaining to public drinking water systems and sewage collection, treatment, reuse and disposal.
- Laboratory analytical methods, instruments and procedures used for water quality testing in the fields of irrigation, domestic water, sanitation and stormwater.
- Principles of supervision and training.
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Abilities:
- Make accurate mathematical calculations.
- Follow written and oral instructions and directions.
- Understand technical water quality and water supply data.
- Organize water quality and water supply data from multiple sources into accurate reports.
- Work cooperatively with others.
- Communicate effectively verbally and in writing.
- Summarize and evaluate statistical water resources data.
- Use personal computer applications and Internet services to summarize and evaluate water quality data and research water resources issues.
- Review complex technical regulations and reduce these regulations to their effect on district interests.
- Possess technical writing skills as required for the preparation of environmental compliance reports and correspondence.
- Evaluate complex chemical, biological and radiological regulations, reports and manuscripts.
- Work independently and use sound judgement when making decisions.

PHYSICAL REQUIREMENTS:

1. Drives district vehicle to job sites including over rough terrain.
2. May work in extreme weather conditions including heat and rain.
3. Uses telephone and two-way radio to communicate.
4. Uses personal computer, keyboard, mouse and monitor for long periods.

See Human Resources for physical assessment form.