

# JOB DESCRIPTION

**TITLE:** IRRIGATION WATER SPECIALIST

**DATE:** April 2021

**DEPARTMENT:** Operations

**SRN:** A-35

**SECTION:** Supervisory Control

## **REPORTING RELATIONSHIP:**

Reports to: Supervisory Control Crew Chief

Supervises the following positions: Assists with supervisory control operators

**DEFINITION:** Journeyman level position. Under general supervision to assist the activities connected with the control, delivery and conservation of water, evaluate the performance of the supervisory control and data acquisition system (SCADA) covering the entire operating of all District facilities including Stormwater, Canal, Irrigation, Sanitation, Domestic, Nonpotable, Replenishment & Security. The position will assist in training supervisory control operators, coordinate the water efficiency efforts between the control room operators and the Zanjeros, and do related work as required. May fill in for Supervisory Control Room Crew Chief.

**DISTINGUISHING CHARACTERISTICS:** Will perform a variety of skilled duties and responsibilities involved with SCADA and reporting. Requires sound judgment and independent, problem solving abilities to analyze data as well as system trends. Has 5 years of experience as a Supervisory Control Operator.

## **ESSENTIAL FUNCTIONS:**

1. Regularly monitor and analyze irrigation gate positions, gate operation, and water levels monitored by the SCADA system including Domestic, Stormwater, Canal, Irrigation, Sanitation, Nonpotable, Replenishment and confirm actual status at the site to ensure that accuracy of deliveries to the distribution system.
2. Assists to coordinate work between Supervisory Control, Zanjeros, Technicians, Electricians, and Canal Maintenance Crews to provide uninterrupted service to the District's customers.
3. Assists in collaboration with the Zanjero Division, orders, receives and records the Canal Water Order and irrigation water deliveries, as needed.
4. Monitor and analyze the irrigation canal and distribution system to ensure that District personnel and customers practice rigorous water conservation measures in the delivery and use of water.
5. Evaluates the performance of the of the SCADA system to make recommendations for improvements to the user interface and system performance and to help resolve operational problems, develops Dream Reports, participates in meetings regarding the development efforts of the SCADA upgrades and the SCADA Master Plan process.

# JOB DESCRIPTION

Irrigation Water Specialist

Page 2

6. Assists to evaluate water movement through the canal system so level limits as implemented by the Bureau of Reclamation are strictly adhered to and compiles data and prepares the drawdown reports for the Coachella Canal Lining Project.
7. Regularly cover all Supervisory Control room shifts and uses time skillfully and maintain proficient skills to perform the supervisory control operator essential functions.
8. Assists to train the Supervisory Control Operators to perform their essential functions stressing the importance of providing good customer service to both co-workers and the District's customers, as well as safety, and industry best practices. Assists with work schedule planning to ensure that all supervisory control work shifts are covered.
9. As directed, develops process improvement and ensures consistent methods for monitoring tracking, trending and reporting that are aligned with the District, Operations, and Control Room's objectives, goals and visions. Works to improve the Control Room response, utilization and collaboration with NexGen, CMMS, and the Emergency Response Plan and communication with the Emergency Operation Center.
10. Works with Supervisor to develop, improve and conduct routine analyses of the Alarm Management Program.
11. Communicate effectively with others both orally and in writing. Deal tactfully with the public and work cooperatively with others.
12. Reports for duty in either Control Room location, as directed.

## 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. Possession of Water Distribution Operator Grade II issued by the State of California is required. Possession of Water Efficiency I, DHS D-II, Water Treatment Operator, Collections Systems, or Wastewater Treatment Plant Operator certificates is highly desirable. Proficient knowledge of Microsoft Office, SunGard, Touchpoint, Everbridge, Network Fleet and GIS systems.

Education: High School diploma or equivalent. College coursework up to and including an Associate's or Bachelor's degree in water industry, management or government related areas of study is highly desirable.

Experience: Any combination of experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain this knowledge and abilities would be to have three years' experience as an Irrigation Water Technician or five years' experience as a Supervisory Control Operator.

Knowledge of:

- Basic mathematics
- Principles of hydrography

# **JOB DESCRIPTION**

Irrigation Water Specialist

Page 3

- Effective customer service
- Effective telephone skills
- Effective communication skills
- Operation of two-way radio system
- Computer work stations and consoles
- Correct English usage, spelling, and grammar
- Local Street names, locations, and geography
- District policies, procedures, and regulations
- Principles of operation of the domestic system
- Principles of operation of the irrigation system
- Principles of operation of the sanitation system
- Supervisory control and data acquisition system operating procedures
- Microsoft Word, Outlook, Sungard, GIS, GPS, SCADA

# **JOB DESCRIPTION**

Irrigation Water Specialist

Page 4

Abilities:

- Practices work habits that demonstrate good performance of the following: productivity, organization, common sense, safety awareness, quality of work, care of tools and equipment, housekeeping, and maintain effective working relationships.
- Exercise independent judgment and initiative.

**PHYSICAL REQUIREMENTS:**

1. Driving: Minimal.
2. Sit for prolonged periods of time operating a computer workstation.
3. Kneeling, stooping (filing), carry boxes under 10 pounds.

See Human Resources for physical assessment form.