

**EL DORADO IRRIGATION DISTRICT**  
**Class Specification**

**CLASS TITLE: Chief Construction and Maintenance Worker**

**DEFINITION**

Under general direction organizes, assigns and reviews one or more programs of the work unit, including the work of assigned personnel engaged in a variety of installation, repair and maintenance tasks associated with the District's drinking water transmission and distribution and wastewater collection systems, hydro canals, ditches, and lakes; performs duties requiring specialized knowledge as well as institutional knowledge of District infrastructure; and provides complex technical and administrative support to assigned supervisor.

**DISTINGUISHING CHARACTERISTICS**

The Chief Construction and Maintenance Worker is distinguished from other classes within the construction series by the level of responsibility, institutional knowledge, experience and the complex technical and administrative support provided to assigned supervisor. Employees perform the most difficult and responsible types of duties associated with implementation of the program(s) under their responsibility, including providing technical and functional supervision over assigned personnel. Employees at this level are required to be fully trained in all procedures and shall have primary responsibility for successful implementation of the program(s) under general supervision of the unit supervisor.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from an assigned supervisor. Exercises technical and functional supervision over assigned Construction and Maintenance Workers.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to the class and are not intended to be an inclusive list.*

Leads all aspects of the execution of one or more programs necessary for the ongoing operation of District utilities including, but not limited to, service-line replacement, hydrant overhaul, valve replacement (isolation/AVB/ARV), CCTV, flume replacement, and collection, distribution, and transmission main replacement programs for the work unit.

Leads, plans, prioritizes, and reviews all aspects of the program under general direction of the supervisor, including the work of staff assigned to the program(s).

Leads, develops schedules and methods to accomplish assignments ensuring work is completed in a timely and efficient manner.

Assist with District-wide planned and unplanned shut-downs, repairs, disinfection, and testing of broken water and sewer mains, lines and laterals, and flume repairs as necessary to minimize service disruptions; performs Underground Service Alert (USA) locations and markings for assigned work unit; collects and analyzes water samples and monitors water quality parameter levels for assigned work unit as needed.

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Participates in evaluating the activities and performance of staff, recommending improvements and modifications.

Provides and coordinates staff training; works with employees to correct deficiencies and support continued professional growth. Recommends safety improvements and develops specific safety training material in coordination with Safety Security personnel.

Creates and maintains a variety of reports and records related to assigned functions. Generates, monitors and reviews budgets and work-orders regarding the status of various job sites and projects from inception to completion.

Ensures worksite safety including tool and equipment training, traffic control plans, security of site, confined space entry, trench and fall protection, and safe transportation and operation of equipment.

Reads and interprets utility system maps and blueprints, including Underground Service Alert marking and notification.

Identifies, corrects, and notifies supervisor of operational, safety and regulatory issues.

Receives and responds to the most difficult and complex customer issues.

Estimates labor, materials and equipment needs associated with assigned projects.

Operates a variety of light to heavy equipment including large trucks and construction equipment such as loaders, backhoes, and trenching machines.

Responds to and assesses problems requiring immediate action; takes appropriate actions.

Performs saw cutting of asphalt for repairs made in roadways; paves roadways per Department of Transportation specifications; seals paved patches; performs road maintenance of access roads to District facilities.

Assists with and coordinates with other divisions and departments for repair and maintenance activities, special projects, and capital improvement projects.

Performs the most difficult work related to the installation, maintenance and repair of water distribution and collection systems, canals and ditches.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

## **CLASS TITLE: Chief Construction and Maintenance Worker**

### **QUALIFICATIONS**

#### Knowledge of:

Advanced principles and practices of technical and functional supervision and training. Advanced methods and practices of ditch irrigation, flow measurements and canal operations, and/or installing, repairing and maintaining water distribution, collection, systems. Advanced methods, techniques, tools and operating characteristics of mechanical equipment used in the construction and maintenance of utility systems. Pertinent local, State and Federal laws, ordinances, rules and regulations. Pipeline chemical application methods.

#### Skill/Ability to:

Provide technical and functional supervision over assigned staff; effectively train staff. Perform the most complex duties related to the installation, repair and maintenance of Districts utility infrastructure and water conveyance systems. Effectively plan and execute the full range of activities necessary for the successful implementation of one or more District-wide programs. Safely and effectively operate a variety of light to heavy construction equipment and hand tools. Identify and locate District assets and facilities utilizing maps and other technologies. Address and resolve the more difficult and complex customer concerns. Troubleshoot system performance and malfunctions. Respond to emergency situations. Ensure a safe working environment. Accurately estimate labor, materials and equipment needs. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. Ability to maintain reliable attendance is a condition of employment, subject to applicable medical and disability leave laws. On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment; interpret work orders; remember equipment location; and explain jobs to others. Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing installation/repair of equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of inspection, 50 pounds or less.

#### Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### Experience:

At least four years of responsible advanced journey experience as a Construction and Maintenance Worker III with the El Dorado Irrigation District.

#### Education:

Equivalent to completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

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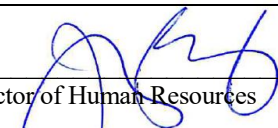
Possession of a Class A California driver's license.

Possession of a valid Qualified Applicators Certificate/License with sewer line root control endorsement from the California Department of Pesticide Regulation (DPR); and possession of a valid Collections System Maintenance Grade IV Certificate or higher from the California Water Environment Association when assigned to Collections.

Possession of a valid Water Distribution Operator Grade 4 Certificate issued by the State Water Resources Control Board (California) when assigned to Drinking Water.

Successful Completion of Cal Poly San Luis Obispo Irrigation Training & Research Center 1) Flow Measurements & Canal Operation, 2) SCADA Basics, and 3) Advanced SCADA for Technicians Courses, or similar courses, from a recognized training or higher learning institution when assigned to Hydro.

Employees in this classification whose job duties require internet connectivity or the use of a District laptop and air card while on standby must provide and utilize, at their sole expense, a functionally reliable personal internet connection or District provided reliable air card with a District-provided laptop to facilitate District stand-by business.

 _____ Director of Human Resources	<u>08/18/2023</u> Date
Established: 07/21/2020 Revised: 08/18/2023 FLSA: Non-Exempt Unit: Safety	