

APPLICATION PROCESS

If interested in this outstanding opportunity, please submit an Agency application and resume to:

Mojave Water Agency
Attn: Monica Warren
13846 Conference Center Drive
Apple Valley, CA 92307
760-946-7000
Email: mwarren@mojavewater.org

Completed Agency application and resume are required. Applications will be accepted until **Wednesday, May 29, 2019 at 5:30 p.m.** This position will remain open until filled. Additional information can be obtained from the Agency's website at:

www.mojavewater.org

All applications will be reviewed in detail. Only those applicants possessing the most relevant qualifications will be invited to continue in the selection process.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract. Any provision in the notice may be modified or revoked without notice. Agency appointments are contingent upon successful completion of a comprehensive *background investigation, pre-employment physical, medical and drug screening, as well as verification of United States citizenship* or legal authorization to be employed in the United States.

EQUAL EMPLOYMENT OPPORTUNITY

The Mojave Water Agency is an equal opportunity employer. We observe a no-smoking policy within Agency offices and vehicles, and also maintain a policy as a drug-free workplace. The Agency makes reasonable accommodations for the disabled. If candidates require special arrangements to participate in the interview process, they should state their needs in writing when submitting an application.

ABOUT THE AGENCY

The Mojave Water Agency (MWA), one of 29 State Water Contractors, is a governmental body with primary responsibility for the management of water resources over a 4,900 square-mile area of the Mojave Desert. It is the Agency's mission to implement future water management policies and programs that will ensure a stable, long-term supply of water for the Mojave Water Agency's service area.

MOJAVE WATER AGENCY



Manage the region's water resources for the common benefit to assure stability in the sustained use by the citizens we serve.

Invites Your Interest for the Position of

Water Systems Operator I or II

THE POSITION

The ideal candidate inspects, operates, maintains, services and performs operational repairs and maintenance duties on potable and non-potable water lines for both water supply and water quality, at the Agency's facilities, pipelines, meters, pump stations, wells, etc.; and performs related duties as assigned.

Some examples of essential job functions are:

Performs a variety of duties relating to operating and maintaining the water supply and water quality, potable and non-potable water lines, including measuring well levels; calibrating instrumentation equipment; investigating leaks; cleaning mains and flushing the water system; and conducting water quality sampling. Monitors and operates water systems via Supervisory Control and Data Acquisition (SCADA) systems. Performs routine repair and maintenance work for facilities, meters, pipelines, pump stations, wells and various equipment, including, but not limited to, pipefitting, valve repair, cement work, electrical work, carpentry, painting, and plumbing. Reviews data and sets up telemetry equipment to operate the waterline in order to ensure an adequate and safe supply of water in the reservoirs and the Agency's pipelines. Collects water quality sampling and maintains compliance with the State Water Resources Control Board (SWRCB) potable water lines; monitors and adjusts the delivery of chemicals and materials; and performs calculations. Performs some laboratory tests and interprets results for purposes of facility control. May conduct inspections for pipeline fabrication. Conducts Underground Service Alerts (USA) investigations that include: traveling to specific sites, inspecting and marking areas for the pipeline ensuring contractors comply with specifications, and filing the appropriate report(s). Travels to various facilities on a daily basis to perform security checks; monitor condition of structure, equipment, etc.; takes and records meter readings. May perform maintenance, as needed, on exercising valves, air vacuum, blow offs, etc. Performs related duties and responsibilities, as assigned.

Some examples of knowledge & abilities are:

Operations and maintenance procedures utilized for water treatment, distribution, pumping and maintenance. Principles and methods of water treatment, including basic microbiology, chemistry, and hydraulics as applied to water treatment; basic water treatment processes and the tests used to check the effectiveness of such processes; chemical and biological tests used in monitoring water treatment facility processes; Principles and practices of mechanical, electrical maintenance; Water quality monitoring and sampling techniques and methods; Inspect, operate, and maintain the water treatment and distribution facility; Perform mechanical repairs, maintenance work, and modifications to equipment used in a water treatment facility; use various mechanic's tools with skill and accuracy; Inspect facility operations and detect problems; perform technical procedures in facility operation; perform laboratory tests in facility monitoring; Calculate flow, volume, detention time, chemical dosage and pressure; Recharge pond maintenance including removing sediment, building berms, setting flow rates, calculating percolation rate, and monitoring soil conditions; Use a variety of hand and power tools such as a signal generator, welder, and pipeline locator in the performance of daily tasks; Read and interpret a variety of documents such as safety rules, operating and maintenance instructions, procedure manuals, maps, charts, gauges, pipeline plans, and profile drawings; Exercise sound judgment in response to operational problems; Perform work in accordance with specific safety procedures to minimize potential for injury.

For the entire list of the essential job functions, knowledge & abilities, and licenses/certifications, please see the job description on the Agency website at: www.mojavewater.org.

QUALIFICATIONS

Qualified candidates will possess:

For the Water Systems Operator I:

- High School Diploma or G.E.D.
- One (1) year of related water operations and maintenance experience.

For the Water Systems Operator II:

- High School Diploma or G.E.D.
- Two (2) years of related water distribution operations and maintenance experience.

LICENSES & CERTIFICATIONS

- Valid California Class C Driver's License, and current automobile insurance.
- Confined Space Entry Certificate or attainment within six (6) months of hire.
- First Aide and CPR training certificate.
- And for WSO I: SWRCB Water Distribution Certificate Grade I or attainment within six (6) months of hire.
- And for WSO II: SWRCB Water Distribution Certificate Grade II.
SWRCB Water Treatment Operator Certificate, Grade I is desired.

COMPENSATION

Water Systems Operator I: Salary Range of \$47,632 - \$66,685 annually; paid bi-weekly
Water Systems Operator II: Salary Range of \$52,577 - \$73,608 annually; paid bi-weekly

THE POSITION & DEPARTMENT

This position is in the Operations Department and is part of a dedicated, service-oriented team where collaboration and leadership are promoted at all levels. The Operations & Maintenance Department is responsible for all operations and maintenance pertaining to the pipeline and facilities owned by Mojave Water Agency. It also performs a wide variety of duties relating to operating and maintaining the water systems including pump operations, instrument calibration, USA line locating, cleaning mains and flushing water system and conducting water quality sampling.

BENEFITS

- PERS Retirement: 2% of highest annual salary at age 62, 5-year vesting. Prior Public Service is 2% @ 55
- Employee Pool Reimbursement Option: \$2,650 allowance
- Deferred Compensation Program available (457 Plan)
- 5% of base pay rate placed into 401 (a) by Agency
- Vacation: 10 days per year; with years of service, maxing out to 20 days per year
- Vacation pay out option available
- 40 hours of flex time leave per fiscal year
- Paid Holidays: 13 days per year
- Sick leave: 12 days per year
- Medical Insurance: Choice of PPO or HMO Plans
- Life, Dental and Vision Insurance: 100% paid by Agency for employee and dependent (s)
- Tuition Reimbursement up to \$3,250 per FY after 12 months of employment
- Employee Assistance Program
- Long-Term Disability: 100% premium paid by Agency with coverage of up to 66 2/3% of salary allowable income in coordination with State Plans
- Interest Free Computer Loan Program up to \$3,000 after 12 months of employment
- Professional development, seminars and conferences
- 9/80 Work Schedule
- The Agency **does not** participate in the Social Security program, except for the mandatory 1.45% Medicare Contribution paid by the Agency