

**CLASS SPECIFICATION**

**SAN DIEGO CITY CIVIL SERVICE COMMISSION**

**WATER DISTRIBUTION OPERATIONS SUPERVISOR – 1370**

**DEFINITION:**

Under direction, to supervise staff in the monitoring and operation of equipment necessary to regulate the flow and pressure of potable water through a distribution system; and to perform related work.

**\* EXAMPLES OF DUTIES:**

- Supervises and directs subordinate staff in the monitoring and operation of a potable water distribution system;
- Develops and administers a comprehensive training program for subordinate operators;
- Develops standards of performance;
- Rates and evaluates work of subordinates;
- Recommends employee discipline and recognition;
- Develops work procedures and practices for assigned unit;
- Analyzes and recommends operations, maintenance, planning, safety procedures, and programs;
- Operates or supervises the operation of the computerized control system for a potable water distribution system;
- Supervises and coordinates the repair, service installation, or removal of equipment in the control and distribution systems;
- Assists in preparing the unit budget.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

Two years of full-time experience as a Water Distribution Operator with the City of San Diego; **OR** two years full-time experience operating a large metropolitan potable water distribution system. Possession of a valid Grade D4 Water Distribution Operator Certificate issued from the California State Water Resources Control Board; **OR** official notification issued from the California State Water Resources Control Board stating successful passage of the examination for Grade D4 Water Distribution Operator Certificate. Possession of a valid California Class C Driver's License.

- \* EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.**