

## CLASS SPECIFICATION

### SAN DIEGO CITY CIVIL SERVICE COMMISSION

#### WATER PRODUCTION SUPERINTENDENT

##### DEFINITION:

Under direction, to provide overall technical and administrative supervision over several major potable water treatment plants and allied facilities; and to perform related work.

##### \* EXAMPLES OF DUTIES:

- Plans, coordinates, and directs, through subordinate supervisors, the overall operation and maintenance of the City's three water filtration plants and water chemistry laboratory;
- Reviews and directs the work of subordinate supervisors and rates their work performance;
- Analyzes and recommends operational procedures and equipment;
- Prepares and administers budgets;
- Reviews cost and productivity data and makes operational studies;
- Inspects construction and maintenance projects;
- Reviews test data with laboratory personnel;
- Coordinates chemical treatment;
- Maintains training and safety programs;
- Prepares reports on plant operation and related activities;
- Coordinates activities with other City departments, agencies, utility companies, and private contractors;
- Responds to inquiries from the public, industry and news media;
- Serves as the City's representative on various Water Quality Association Boards;
- Trains and rates the work of subordinate supervisors.

##### 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 Announcement for updated minimum qualifications.

College graduation with a Bachelor's degree in Biology, Chemistry, Public Health, Chemical or Civil Engineering, or a closely related field; **AND** three years of experience in water or wastewater treatment, or water or wastewater plant design. Qualifying experience must include two years of supervisory experience. Possession of a valid Grade V Water Treatment Plant Operators Certificate issued by the State of California Department of Health Services. 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.