



# City of Milpitas

## Announces a job opportunity for **Assistant Water System Operator**

*Open to Internal Employees Only*

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**Working Title:** Assistant Water System Operator  
**Annual Salary Range:** \$59,180 - \$71,934  
**Final Filing Date:** Wednesday, October 9, 2013

### **About the Position**

This is a journey level position responsible for assisting the Water System Operator in the proper operation of the systems controlling the treatment, flow, pressure, and volume of water within the City's water distribution system. The Assistant Water System Operator is required to have a complete working knowledge of water system operations and related facilities

Under direction of the Utility Maintenance Manager and/or the Water System Operator, this position will perform a variety of duties associated with the operation, maintenance, and repair of the City's water system; perform related work as required. The Assistant Water System Operator's work schedule may include weekend work, and, as necessary, emergency call-outs.

### **Knowledge and Abilities**

The candidate would have knowledge of:

- Operating principles of water system treatment and distribution operations.
- Methods, materials, and equipment used in the operation and maintenance of water system facilities.
- Standards and procedures pertaining to maintaining an adequate potable and non-potable water supply.
- Communication techniques; and accepted safety practices.

### **Ability to:**

- Learn the operation of the SCADA or other related systems.
- Learn and receive advanced operational and technological developments in the water industry.
- Maintain knowledge of the advancement of the distribution and treatment of water.
- Identify water system maintenance and repair problems.
- Work with limited supervision and exercise sound independent judgment.
- Safely operate, repair and maintain water system facilities.
- Keep accurate records of water system operations.
- Demonstrate aptitude in practical mathematics.
- Perform simple water quality tests.
- Demonstrate understanding of basic water system hydraulics.
- Demonstrate mechanical aptitude.
- Understand and carry out oral and written instructions.
- Establish and maintain cooperative relationships with City staff and the public.

### **Minimum Qualifications**

**Experience:** Two years of increasingly responsible experience in the operation, maintenance, and repair of water system facilities

**Education:** Equivalent to the completion of the twelfth grade.

**License:**

- Possession of or ability to obtain and maintain a valid California Commercial Driver's License with Class B endorsements as assigned.
- Possession of or ability to obtain within one (1) year of appointment Grade I Water Treatment Operator Certificate issued by the California Department of Health Services.
- Possession of a Grade D3 Water Distribution Certificate issued by the California Department of Health Services.

## **Selection Process**

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Candidates who successfully pass the selection process will be placed on an eligibility list. All candidates will be advised of their status once a finalist has been selected.

## **To Apply**

Only online applications via CalOpps will be accepted. Visit the City of Milpitas website at [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) or [www.calopps.org](http://www.calopps.org) to apply. Copies of required certificates (if applicable), must be scanned into one document, along with a resume, and attached to your application which must be received by the filing date.

A complete job description is available on the City of Milpitas website: [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) (under Employment, Job Specs) or from Human Resources - (408) 586-3090.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

## **Salary and Benefits**

The salary for this position will be dependent upon the qualifications and experience of the selected candidate. The salary range \$59,180 - \$71,934 annually. The City provides an excellent array of benefits that includes the following:

- Contributory Retirement Plan – Classic employees pay 8% employee PERS contribution.
- Retirement - In compliance with AB340, Classic employees are eligible for 2.7% @ 55.
- Vacation - 11 days per year to a maximum of 30 days per year.
- Sick – 12 days per year
- Holidays – 13 days per year
- Health Insurance – Multiple plans
- Dental and Vision – City paid.
- Life insurance - City paid \$50,000 life insurance. Long and short-term disability coverage.
- Tax deferred medical and dependent savings plans - Voluntary
- Flexible Spending - Pre-tax medical and dependent day care expense accounts

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.

455 E. Calaveras Blvd., Milpitas CA 95035-5411

PH: 408-586-3090 • Fax: 408-586-3092

<http://www.ci.milpitas.ca.gov/government/hr/employment.asp>

