



Flood Operations Specialist I/II

DEFINITION

Under close to general supervision, performs physical labor and a wide range of semi-skilled to skilled maintenance, repair and construction duties related to the inspection, maintenance and repair of levees, canals, pump stations and other components of the District's flood control system; monitors levees, canals and other elements of the District's flood control system to identify and report safety and levee stress issues such as boils and seepage; performs basic emergency flood response and flood fight activities as assigned; works extended shifts, evening or night shift, weekends and holidays on a 24/7 schedule as assigned during periods of high-water and in response to emergencies; inspects and performs basic maintenance of pumps, pumping stations, tools, machinery, vehicles and equipment; safely operates a variety of light to heavy-duty motorized vehicles and equipment; safely operates a variety of hand-held, hydraulic and power driven tools and equipment; may perform basic welding, fabrication and repair of gates and other metal structures; may provide guidance on specific tasks to new or seasonal employees; a Flood Operations Specialist II may be assigned to serve as crew leader or as lead mechanic performing skilled vehicle and equipment maintenance and repair; and performs other related work as assigned and/or required.

DISTINGUISHING CHARACTERISTICS

Flood Operations Specialist I is the entry level classification in the Flood Operations Specialist series. Under close to general supervision within a framework of established policies and procedures, incumbents perform a variety of routine to semi-skilled maintenance and equipment operation tasks while learning to perform the more complex duties of the journey level classification. Assignments are given in specific terms and are subject to frequent review while in progress and upon completion, except where tasks are well defined by standard policies and procedures. There is limited latitude for independent judgment.

This classification is distinguished from the journey-level Flood Operations Specialist II classification by the routine nature and limited complexity of work assignments and the closer level of supervision received. The Flood Operations Specialist I and II classifications are flexibly staffed. Incumbents in this classification normally advance to a Flood Control Specialist II after two (2) years at the entry level, after gaining experience and achieving proficiency that meets the Flood Operations Specialist II experience requirements and upon recommendation of the Superintendent and approval by the General Manager

Flood Operations Specialist II is the journey level classification in the Flood Operations Specialist series. Under general supervision within a framework of established policies and procedures, incumbents perform a full range of routine to skilled maintenance and equipment operation tasks of moderate difficulty. Upon assignment, incumbents may serve as crew leader or may serve as lead mechanic performing skilled vehicle and equipment maintenance and repair. Incumbents receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the District. Assignments are given in general terms and are subject to periodic review while in progress and upon completion. There is some latitude for independent judgment and action in well-defined areas of work.

This classification is distinguished from the advanced-journey level Senior Flood Operations

Specialist who performs highly skilled duties with a greater degree of independence and regularly serves as assigned crew leader and night shift supervisor with responsibility for providing lead or functional direction and guidance to field operations personnel.

ESSENTIAL DUTIES

TYPICAL DUTIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

Individually and as a member of a small crew:

- Individually and as a member of a team patrols and monitors District levees, canals, pump stations and other elements of the flood control system to identify maintenance and repair needs, potential health and safety hazards and levee stress problems such as boils and seepage and reports findings to supervisor.
- Maintains District levees and canals: mows levees; loads and hauls away debris; loads and distributes rock and dirt as appropriate; prunes and/or removes trees and brush; repairs beaver and rodent holes and similar levee problems; excavates and cleans canals; excavates and replaces drainage pipes; prunes and trims trees and shrubs to ensure proper drainage and to enhance visibility for levee inspection; and applies appropriate work methods to ensure fire suppression.
- Identifies areas requiring weed control and safely and effectively applies herbicides and pesticides.
- Inspects, cleans and maintains pumps and pumping stations; cleans racks on a scheduled basis; inspects cleans and lubricates pumps in preparation for rainy season; and identifies problems with pumps that may indicate need to remove, repair and/or replace.
- Safely operates a wide variety of hand-held, hydraulic and power-driven tools and motorized vehicles and equipment including: trucks, backhoe, forklift, mowers, grader, dozer, long-stick excavator, boat, welding and other equipment used to maintain and repair levees, canals and other components of a flood control system
- Performs as scheduled after-hours, on weekends and holidays during periods of high-water and in response to emergencies.
- Performs duties on a 24/7 schedule working extended shifts, evening or night shifts, weekends and holidays during periods of high-water and in response to emergencies.
- Inspects vehicles before driving, maintains vehicles in a safe operating condition while in the field; regularly checks operation of lights, brakes, accessories; ensures adequate fuel and oil supply; keeps tires properly inflated; makes other similar service checks and reports need for mechanical repair and adjustments.
- Observes proper safety precautions; maintains tools, supplies, equipment and the work site in a safe condition; excavates and shores up trenches as directed; sets up and places traffic warning devices and barricades.
- Performs physical labor including: manual digging using a shovel and bar; loading and

unloading materials, supplies, and equipment at the job site and/or in the yard;

- Assists in preparing the work site and in ensuring that materials and tools are available, returns tools and equipment to their proper place; helps keep tools and supplies in a clean and orderly manner on the job; cleans the work area after the job is completed.
- Performs basic welding to repair and fabricate gates and other mechanical structures.
- Completes standardized forms and maintains simple work records accurately, completely and in a timely manner.
- May safely operate and rig a flatbed truck/trailer combination with five or more axles or other multiple-axle equipment (California Commercial Class A driver's license required).
- May safely drive heavy equipment between job locations and while loading and unloading equipment on and off trucks.
- May train and/or guide part-time seasonal and new employees on specific tasks.
- May be assigned to serve as crew leader or as lead mechanic performing skilled vehicle and equipment maintenance and repair.
- Performs other related work as required.

REQUIREMENTS

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education and Experience:

High school diploma or equivalent, and

Flood Operations Specialist I: One (1) year of general maintenance, construction or agricultural experience involving the safe operation of a variety of hand and power tools and equipment.

Flood Operations Specialist II: Two (2) years of increasingly responsible field maintenance and equipment operation experience equivalent to duties performed by the District's Flood Operations Specialist I.

Knowledge, Skills and Abilities:

General knowledge of: basic construction and maintenance methods, and terminology; identification, use, safe operation and maintenance of standard hand and power tools and equipment; learn and understand general terms and functions of flood control facilities; safe work methods and pertinent safety regulations; relevant policies, rules and governmental regulations.

Skill and Ability to: learn and effectively apply the methods, materials, tools and equipment used in performing routine to skilled work required in the inspection, maintenance and repair of

District levees, canals, pump stations and other components of the flood control system; learn to effectively identify potential deficiencies in the flood control system that pose hazards to safety an/or levee stability; perform basic flood fight activities and flood emergency response techniques; follow oral and written instructions; learn and perform basic maintenance and mechanical repairs to vehicles, tools and equipment; work an extended shift, night or evening shift, on holidays and weekends on a 24/7 schedule during high-water periods and in response to emergencies; safely operate a vehicle observing legal and defensive driving practices; learn and apply safety procedures to work performed; learn to safely prepare and apply chemical solutions to control weeds as directed; work cooperatively as a team member; establish and maintain effective working relationships; deal tactfully and courteously with residents and the general public; and perform essential duties of the job without causing harm to self or others.

License/Certification Requirements:

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- Must possess a valid class C California driver's license and a satisfactory driving record
- Must possess or have the ability to obtain a Cal OSHA Forklift Operator certificate
- Must possess or have the ability to obtain a valid public safety CPR certificate
- Must possess or have the ability to obtain a valid Standard First Aid Certificate

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Depending upon job assignment, a Field Operations Specialist II may also be required to possess or have the ability to obtain and maintain the following licenses/certifications:

- A valid Class A or Class B California Driver's license with appropriate endorsements (Note: District employees required to possess a valid Class A driver's license are subject to random drug and alcohol testing pursuant to federal law)
- A Qualified Applicators certificate from the CA Department of Pesticide Regulations
- ASE and Diesel Mechanic certifications
- Air Brake/ABS certifications
- Hydraulic Repair certification

Working Conditions/Physical Requirements:

On a daily basis, essential duties of this job are performed: outdoors under various climatic and geographic conditions; after hours, on holidays and weekends during periods of high water and in response to emergencies; and in an environment with exposure to dust, allergens, pesticides, fumes, smoke, gases, grease, and oil; and on uneven and slippery surfaces, around moving vehicles and equipment and on equipment with moving parts and subject to continuous vibration. Frequently essential duties are performed inside in a shop environment; in an environment with exposure to high frequency and constant noise and/or electrical energy. Occasionally, essential duties are performed in an environment with exposure to chemicals, solvents; with hands in water; or on ladders and scaffolding; and under highly stressful conditions during floods and emergency response situations.

On a daily basis, the essential duties of this job requires repetitive use of feet and hands to operate vehicles, equipment and tools and the ability to: lift and carry objects weighing 50 to 100 pounds; speak and hear to verbally exchange ideas and information, receive detailed instructions and to listen for changes in the mechanical operation of equipment; use both eyes to clearly see from one foot to twenty feet, with good depth perception and the ability to distinguish basic colors; maintain body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or moving surfaces; stoop, kneel, crouch, reach, stand, and walk; sit for extended periods of time while operating vehicles and/or equipment; and use finger

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dexterity and hand strength to operate and grasp tools and equipment on a daily basis. Frequently, the essential duties of these classifications require the ability to ascend and descend levees, ladders, scaffolding, stairs and ramps; crawl about on hands and knees; and to push objects weighing 40 to 50 pounds.

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