

PUMP OPERATOR I  
PUMP OPERATOR II

DEFINITION

To perform semi-skilled labor in the construction, maintenance, and repair of water distribution and production systems in the Water Utilities Department.

DISTINGUISHING CHARACTERISTICS

Pump Operator I - This is the entry level class in the Pump Operator series. This class is distinguished from the Pump Operator II class by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is typically used as a training class, employees may have only limited or no directly related work experience.

Pump Operator II - This is the full journey level class in the Pump Operator series. Positions in this class are flexibly staffed and are normally filled by advancement from the Pump Operator I class, or when filled from the outside, require prior experience in the construction and maintenance of water production and distribution related facilities. Appointment to the higher class requires that the employee be performing substantially the full range of duties for the class and meet the qualification standards for the class. Employees within this class are distinguished from the Pump Operator I by the performance of the full range of duties as assigned including the operation of the full range of tools and mechanical equipment related to a specific assignment and the ability to work independently exercising judgment and initiative. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

SUPERVISION RECEIVED AND EXERCISED

Pump Operator I

Receives immediate supervision from the Senior Pump Operator.

Pump Operator II

Receives general supervision from the Senior Pump Operator.

Exercises functional and technical supervision over lower level utility maintenance staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Repair and service water pumping stations and pressure regulators; change fluids, lubricate and adjust electric and hydraulic pumping equipment.

Test water volume and pressure; collect water samples for chlorine, physical and bacteriological tests; may conduct routing laboratory tests.

CITY OF BIG BEAR LAKE  
Pump Operator I  
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EXAMPLES OF DUTIES

Remove and apply paint to water facilities and equipment.

Repair and service small engines, power tools and light equipment; change fluids, filters and spark plugs.

Inspect water tanks and monitor water system pressure; maintain and adjust automatic control valves.

Maintain an inventory of parts, tools, materials and equipment; issue parts, tools and materials to employees.

Operate construction equipment such as dump trucks, backhoes, front loaders, and power tools such as pipe threaders, compressors, jack hammers, sand blasters, and concrete saws.

Install street barricades and cones prior to the performance of construction and repair activities; direct and control traffic around work sites.

Respond to requests and inquiries from customers of the water utilities and from the general public.

Identify equipment needs for each assigned project.

Utilize proper safety precautions related to all work performed.

Perform work in emergency situations as required.

Perform related duties as assigned.

QUALIFICATIONS

Pump Operator I

Knowledge of:

Uses and purposes of general construction tools and equipment.

Safe work practices.

Ability to:

Learn to perform unskilled and semi-skilled tasks in a variety of utility construction and maintenance activities.

Perform heavy manual labor.

CITY OF BIG BEAR LAKE  
Pump Operator I  
Pump Operator II (Continued)

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way would be:

Experience:

No experience is required.

Training:

Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

Pump Operator II

In addition to the qualifications for Pump Operator I:

Knowledge of:

Methods, techniques and tools and the operational characteristics of mechanical equipment used in the construction and maintenance of utility facilities.

Operation, maintenance and repair of water production equipment including pumps, motors, pressure regulators and telemetry systems.

Safe work practices.

Ability to:

Perform semi-skilled maintenance, construction and repair work in the maintenance and repair of water production and distribution systems.

Operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner in routine situations.

Work independently in the absence of supervision.

Use and operate hand tools, mechanical equipment, and power tools and equipment required for the work in a safe and efficient manner.

Read and interpret basic maps and blueprints.

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Pump Operator II (Continued)

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way would be:

Experience:

One year of increasingly responsible experience performing pump operation duties.

Training:

Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

License or Certificate

Possession of, or ability to obtain, an appropriate, valid California driver's license.