

Cross Connection Specialist

Open Competitive Examination

THE POSITION

The City of San Fernando is seeking an experienced and responsible professional to become a full-time Cross Connection Specialist in our Public Works Department.

Under general supervision, performs a variety of skilled and technical tasks in the administration of the City's Cross Connection Programs; surveys the potable and recyclable water systems for possible sources of contamination or pollution to the public water supply; assists the utility in fulfilling its responsibilities/obligations under Federal and State water legislation and policy; and performs related duties as required. This position floats between production and distribution divisions as needed, and reports directly to the Water System Supervisor.

IMPORTANT AND ESSENTIAL DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed:

- Oversees the City's Cross Connection Control Program, which makes sure that 480 backflows are tested annually, 75 fire services, property inspections, City backflow testing/installations and construction meters.
- Conducts plan reviews and site surveys to determine appropriate backflow protection at service meters.
- Performs field inspections; tests new installations; installs, repairs, maintains and tests backflow prevention assemblies.
- Enforces annual testing of backflow devices by users.
- Conducts studies and prepares reports; maintains files; compiles data and daily logs of cross connection and/or water activities.
- Performs on-site pressure/shutdown test of water user's systems.
- Drives on City business

IMPORTANT AND ESSENTIAL DUTIES **(continued)**

- Participates in consultations with regulatory agencies such as the State Department of Health, Los Angeles County Department of Health Services and other interested parties.
- Oversees Construction Meter program and inventory.

MINIMUM QUALIFICATIONS

KNOWLEDGE OF:

- Methods, materials, equipment and practices used in water works maintenance and construction.
- The principles of identifying and controlling potential water system cross connections and pollution sources.
- Testing procedures for all types of backflow devices.
- Proper installation requirements for backflow devices.
- Regulatory codes and laws relating to the operation of a water system, including but not limited Title 17 (backflow) and Title 22 (water quality).
- Occupational hazards and safety precautions in the workplace.
- State requirements and standards for the use of recycled water.
- Modern office procedures, practices and equipment, including but not limited to computer equipment and supporting software.

ABILITY TO:

- Perform backflow and recycled water surveys.
- Work according to safety standards.
- Prepares written reports; maintain databases and files.
- Read and interpret blue prints/diagrams.
- Communicate effectively both verbally and in writing.
- Establish and maintain effective working relationships with supervisors, the public, and outside agencies.
- Understand and speak Spanish is highly desirable.

EXPERIENCE AND TRAINING GUIDELINES

A typical way to obtain the knowledge, skills, and abilities would be the following:

EXPERIENCE: Four years of recent experience in construction or maintenance work in a public or private water utility system is required.

TRAINING: Graduation from high school or GED equivalent is required.

Technical training or college-level coursework in water technology or a related field is desirable.

SPECIAL REQUIREMENTS: Must possess a valid California Class C driver's license is required, as well as maintain insurability.

A valid certificate as a "Backflow Prevention Tester" issued by the California/Nevada Section of the American Water Works Association (AWWA).

Certification as a "General Backflow Prevention Device Tester" issued by the County of Los Angeles Department of Health Services is required with six months of appointment.

A valid D-2 Water Distribution Operator certificate issued by the State of California Department of Health Services.

Certification as a Cross Connection Program Specialist, Grade I is required within two years of appointment.

PHYSICAL REQUIREMENTS: Essential duties require the following physical abilities and environmental conditions:

Required to regularly sit, walk and stand; required to talk and hear; reach with hands/arms; feel and handle objects using hands and fingers; operate tools or controls using hands and fingers; perform repetitive movements with hands and wrists; climb or balance on ladders or stairs; stoop, kneel, crouch, crawl and bend at waist; frequently required to lift up to 25 pounds unaided and occasionally lift and/or move up to 100 pounds.

Specific vision abilities required for this job include close vision, distance vision, use of both eyes, depth perception, color vision and the ability to adjust focus.

SALARY AND BENEFITS

\$57,876-\$71,700 per year

RETIREMENT: Public Employees' Retirement System (PERS), 3% @ 60 and 2% at 55 formulas for Classic members, depending on hire date; and 2% @ 62 for PEPRA members. All are integrated with Social Security. City pays full portion of employee's share of PERS for Classic members only.

MEDICAL INSURANCE: For full-time employees hired on or after 6/18/18, City shall implement a full flex Cafeteria Plan, and applicable employees shall receive a monthly flex dollar allowance to apply toward medical, dental, and vision benefits offered through the City insurance plans.

LIFE/AD & D INSURANCE: City pays for \$50,000 term life/AD & D insurance policy. Additional voluntary purchase (at group rate) of up to \$100,000 for employee, \$25,000 for spouse, and \$10,000 for each child, with no medical questions asked.

VACATION LEAVE: Accrual varies based on years of service, and ranges from 10 days (80 hours) per year for 0-4 service years to 20 days (160 hours) for 15 service years or more.

SICK LEAVE: 12 days per year- Maximum accumulation of 100 days (800 hrs.) – Accumulation in excess of the maximum is paid at the end calendar year at the rate of 35% of the employee's regular rate of pay.

HOLIDAY: 12 Paid holidays per year.

UNIFORM ALLOWANCE: Uniforms are provided and replaced where applicable, as per Department requirements.

OVERTIME: Paid or accumulated compensatory time at time and one-half. Overtime paid after 40 hours per week based on a 40-hour work week. Maximum accumulation of comp time is 100 hours.

CALL BACK TIME: Any general employee called back to work other than as a continuation (immediately preceding or following) of their regular established work schedule, will be compensated at a rate of pay equal to one and one-half times their regular hourly pay. The minimum period to be compensated for call backs shall be 2 hours.

BILINGUAL BONUS: \$50 Bilingual pay per month to eligible employees.

LONGEVITY: 3% longevity salary increase after 10 years of continuous service. Additional 1% after 20 years and 1% after 30 years.

TUITION REIMBURSEMENT: City shall reimburse tuition for approved courses up to a maximum of \$3,000 per fiscal year.

APPLICATION PROCESS

All interested applicants must complete a City application. The Personnel Division must be in receipt of the completed application prior to the announced filing deadline. Resumes in lieu of applications, incomplete applications, and late applications will not be considered. All applications are screened for relevant education, experience and/or licensing requirements. Those persons most qualified may be required to compete in any combination of written, oral, or performance examinations. Candidates who successfully pass the examination process are placed on an eligibility list.

In compliance with the Immigration Reform & Control Act of 1986, all new employees must verify identity and entitlement to work in the United States by providing required documentation.

All employment offers are conditional based upon the successful completion of a medical examination and drug screen performed by the City's designated physician, at city expense.

You may complete and/or download an application online at www.sfcity.org/personnel or in person at the specified address below.

Please forward all correspondence to:

***CITY OF SAN FERNANDO
PERSONNEL DIVISION
117 MACNEIL STREET
SAN FERNANDO, CA 91340***

The City of San Fernando does not discriminate on the basis of race, color, national origin, sex, sexual orientation, religion, and handicapped status in employment or the provision of services.

The provisions of this bulletin do not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revoked without notice.



INVITES APPLICATIONS FOR

Cross Connection Specialist

Open Competitive Examination

SALARY

***\$57,876 - \$71,700 Per Year
(Plus Excellent Benefits)***

FILING DEADLINE:

**OPEN UNTIL FILLED
Apply Immediately**