

## **EAST BAY REGIONAL PARK DISTRICT**

### **WATER MANAGEMENT ASSISTANT**

#### **SUPERVISES:**

No permanent supervisory responsibility, but may act as a lead person over temporary or seasonal staff on occasional water sampling operations or special water quality projects.

#### **GENERAL FUNCTION:**

Under supervision, assists in the collection of water samples and the monitoring, analysis and evaluation of water resources throughout the East Bay Regional Park District.

#### **ESSENTIAL FUNCTIONS:**

The essential functions include, but are not limited to: collecting drinking and recreational water samples; assisting in the monitoring of water quality in lakes, streams, storm drains, marshes, water treatment facilities, etc.; testing and analyzing data to determine status of water chemistry, presence of aquatic plants, identification of unwanted bacteria, etc.; coordinating water quality testing by outside agencies; participating in development of recommendations to resolve water quality issues. Evaluating and remediating District drinking water systems. Responding to emergencies involving District water resources and providing appropriate notifications to protect public health and safety.

#### **OTHER FUNCTIONS AND DUTIES:**

Other tasks related to this position will include: applying algaecides and other chemical treatments to District lakes; providing input for or assisting in the preparation of reports; assisting in the training and direction of temporary and/or seasonal employees; operating a variety of boats, vehicles, trailers, and other equipment. Performs related tasks as assigned.

#### **MINIMUM QUALIFICATIONS:**

Education: Equivalent to completion of a bachelor's degree with major course work in aquatic biology, biology, chemistry, microbiology, or a closely related field.

OR

Experience: Three years of experience involving water quality monitoring and testing.  
OR AN EQUIVALENT COMBINATION OF EDUCATION AND EXPERIENCE

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of scientific sampling and laboratory analytical techniques. Ability to evaluate District drinking water systems and resources and provide appropriate response to protect public health and safety. Ability to work independently, periodically on weekends or during odd hours. Ability to operate a personal computer and possess skills in computer software appropriate for the position. Ability to perform data entry accurately and timely. Ability to use boats, trailers, 4-wheel drive vehicles, and laboratory equipment. Ability to swim. Ability to lift up to 40 pounds. Ability to establish and maintain positive and cooperative working relationships with those contacted in the course of work at all levels, including a culturally diverse public, with a focus on quality service to internal and external customers.

#### **SPECIAL CONDITIONS OF EMPLOYMENT:**

A current and valid California driver's license is a condition of initial and continued employment in this classification. Possession of all applicable certifications, licenses and credentials as required to fulfill duties and satisfy regulatory mandates. Current certification requirements include: State of California Water Treatment Operator (Grade 2) and Water Distribution Operator (Grade 1)

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certification. The State of California Water Treatment Operator (Grade 2) certification must be obtained within the first 12 months and the Water Distribution Operator (Grade 1) certification must be obtained within the second 12 months after being hired, transferred or promoted in the position and must be maintained on a current basis. Failure to obtain or maintain certifications, licenses and credentials will result in the incumbent being removed from the position.

REPORTS TO: Water Management Supervisor

Employment Category: AFSCME Local 2428 (Effective July 4, 2007, \$4,610.13- \$5,014.75)  
Adopted by the Board: September 19, 2000  
Resolution No. 2000-9-206  
Revision Approved by the General Manager: June 21, 2007  
Salary Revision Approved by the Board: July 3, 2007  
Resolution No. 2007-7-159