



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

SENIOR SYSTEM OPERATOR

Group-Section: Water System Operations/Operating and Planning	FLSA Status: Non-Exempt Bargaining Unit: AFSCME	Salary Grade: 48 Job Code #: TA17
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JOB SUMMARY

This is the Advanced Journey level performing System Operator job duties.

DISTINGUISHING CHARACTERISTICS

Positions at the advanced journey level perform the job duties of a System Operator while being assigned as the Shift Operator in direct charge of a water conveyance and distribution system for a specified period of the day. As the assigned Shift Operator, this position is responsible for the most efficient operation of the water system while maximizing hydroelectric production and is recognized as a technical specialist using initiative and resourcefulness. Makes decisions regarding what needs to be done including interpreting data, planning of the work, or refining the methods and techniques to be used. The work involves formulating operating strategies or analyzing a variety of unusual conditions or problems. This position performs all job duties of lower level System Operators, while performing job duties of the Shift Operator. The work product or service may affect activities or the operation of other organizations.

OVERSIGHT

Supervision Received: The supervisor makes assignments by defining objectives, priorities, and deadlines; and assists the employee with unusual situations that do not have clear precedents. The employee plans and carries out the successive steps and handles problems and deviations in the work assignment in accordance with instructions, policies, previous training, or accepted practices in the occupation. Completed work is usually evaluated for technical soundness, appropriateness, and conformity to policy and requirements. The methods used in arriving at the end results are not usually reviewed in detail.

Supervision Given: Acts as a lead. Coordinates and reviews work assignments of employees performing the same general work as the lead on a day-to-day basis. Responsibilities may involve solving problems and providing instructions on work procedures.

JOB DUTIES

1. Serves as the assigned Shift Operator in direct charge of the operation of the water conveyance and distribution system for a specified period of the day. As the assigned Shift Operator this position is responsible for the most efficient operation of the water system while maximizing hydroelectric production.
2. May serve as Chief Operator who has overall responsibility for the day-to-day hands-on operation of the water conveyance and distribution system.
3. Uses short and long term operational parameters, plans, and strategies to ensure proper water flows, storage, blends, and hydraulic grades are maintained for optimum system operations and power production. Operates and monitors Metropolitan's water conveyance and distribution system using a Supervisory Control and Data Acquisition System to ensure deliveries to member agencies. Dispatches appropriate personnel for routine and emergency operations.

4. Directs onsite inspections to troubleshoot and operate the water conveyance and distribution system. Notifies appropriate personnel of operational problems and Supervisory Control and Data Acquisition generated alarms.
5. Prepares and confirms water schedules and ensures deliveries to and from agencies and other entities.
6. Performs prescheduling, real-time scheduling, and purchasing of wholesale power and transmission for Metropolitan's pumping plants with other electric utilities and private power entities; performs electronic tagging procedures to track transactions regarding energy purchases; and responds to California Independent System Operator or other directives and electronic generated alarms, with real-time actions, including schedule changes.
7. Performs prescheduling, real-time scheduling, and operation of Metropolitan's hydroelectric power plants to optimize power production and meet or modify generation and availability schedules.
8. Reviews and approves or prepares high-voltage switching and water system valving instructions and outage requests; issues Clearances in compliance with Metropolitan's System Operating Orders.
9. Acts as Clearance Holder within a defined Clearance Zone.
10. Responds to system emergencies in compliance with Metropolitan's Emergency Response Plan.
11. Prepares and reviews detailed operational procedures, training, and operations manuals.
12. Creates, oversees, and maintains records, reports, and logs associated with a water conveyance and distribution system.
13. Performs other System Operator related job duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience:

High school diploma or general education development test (GED) and four years experience in a Metropolitan System Operator classification.

Required Knowledge of: Metropolitan's Energy Management System; Metropolitan's Emergency Response Plan; water conveyance and distribution systems; water system hydraulic principles; regulations related to water treatment, distribution, and power systems; principles of power production, load, transmission, and scheduling; Supervisory Control and Data Acquisition system; Automatic Meter Reading System; System Operating Orders Manual; water system mathematics; safe work practices; and current office technology and equipment.

Required Skills and Abilities to: Operate a Supervisory Control and Data Acquisition system; analyze operational conditions and take appropriate actions; communicate both orally and in writing; multi-task; prioritize; work independently and as part of a team; work in a high volume and fast paced environment; exercise independent judgment and discretion; lead and train; and operate current office equipment including computers and supporting applications.

Job Title: Senior System Operator

Job Code: TA17

Adopted: 03/11/13

Revised:

Supersedes:

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CERTIFICATIONS, LICENSES, AND REGISTRATION REQUIREMENTS

Employees in this position will be required to obtain and maintain the following certifications, licensing, and registrations:

Certificates:

- A State of California D-4 Water Distribution Operator Certification
- Metropolitan Water District High Voltage Switching Certification or higher
- Metropolitan Water District Water Valving Certification or higher
- A State of California D5 Water Distribution Operator Certification - Serve as Chief Operator

Licenses:

- Valid California Class C Driver License that allows you to drive in the course of your employment

Registrations:

- None

PHYSICAL DEMANDS, WORK ENVIRONMENT AND VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Expectations of Hours of Service, Emergency and Stand-by Service: Employees in this position may be required to work rotating shifts and/or stand-by service to address operational needs and emergencies as required. May be required to work extended periods away from the normal reporting location.

Physical Demands: The work at times is sedentary. Typically, the employee may sit comfortably to do the work. However, the work may require some physical exertion such as periods of standing; walking; recurring bending, crouching, stooping, stretching, reaching, or similar activities. The work may require specific, but common, physical characteristics and abilities such as above-average agility and dexterity.

Work Environment: The work environment may require some field operations for training and observation purposes, and may involve exposure to potentially dangerous situations or unusual environmental stress that require a range of safety and other precautions, e.g., irritant chemicals, electrically energized equipment including high voltage systems, or similar situations where conditions cannot be controlled.

Vision Requirements: Color vision (ability to identify and distinguish colors)