SANTA CLARA VALLEY WATER DISTRICT
Draft Classification Structure
August 2008

Job Family*	Level of Series	Name of New Class Title	Minimum Qualifications**	Distinguishing Characteristics
Field Maintenance and Vegetation Control				
Field Maintenance Series				
Field Maintenance Worker I Field Maintenance Worker II	1 of 4	Field Maintenance Technician	High School diploma or G.E.D. and, based upon assignment, one (1) to three (3) years of related maintenance and repair experience. **Licensing Requirements:** -CA Driver's License; based upon assignment, Class A, B and/or C license may be required upon appointment	This is the entry/experienced through journey level of the Field Maintenance series. Incumbents, based upon assignment, perform tasks and duties associated with maintenance and construction work for flood control and water distribution properties and facilities. Duties may include activities such as: constructing, maintaining and repairing flood control and groundwater recharge facilities; patching cracks; building and removing small dams; performing concrete work; breaking up and removing rubble, placing forms and installing reinforcements; mixing, pouring and finishing cement; cleaning up work sites; ensuring proper disposal of hazardous materials as established by District guidelines; and regulating loading of sludge and the cleaning of sludge

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				ponds at water treatment facilities. The Field Maintenance Technician is distinguished from the Field Maintenance Technician, Senior in that the latter performs specialized field mainteance duties such as operation of heavy equipment.
Field Maintenance Worker III Heavy Equipment Operator	2 of 4	Field Maintenance Technician, Senior	High School diploma or G.E.D. and three (3) to four (4) years of related maintenance and repair experience. Based upon assignment, two (2) years of experience operating a variety of construction equipment may be required. **Licensing Requirements:** -CA Driver's License; based upon assignment, Class A, B and/or C license may be required upon appointment or within six (6) months - Crane operator	This is the advanced journey level of the Field Maintenance series. Incumbents perform specialized technical or functional aspects of field maintenance duties beyond that expected at the journey level, as assigned, and are fully trained in the area of assignment. Based upon assignment, incumbents may use and operate heavy construction and maintenance equipment in support of a activities involving the construction, maintenance, and repair of water system and flood control properties and facilities including loading, hauling, scraping, and related operations.

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			certification depending on assignment	The Field Maintenance Technician, Senior is distinguished from other Maintenance Technician classes by its focus on the performance of specialized technical field maintenance duties beyond that expected by journey level incumbents.
Senior Maintenance Worker Field Operations Administrator	3 of 4	Field Maintenance Administrator	High School diploma or G.E.D. and, based upon assignment, three (3) to four (4) years of related maintenance and repair experience is required. Based upon assignment, administrative, project lead, and/or lead responsibility experience may be required. **Licensing Requirements:** -CA Driver's License, based upon assignment, Class A, B and/or C license may be required	This is the lead and project administration level of the Field Maintenance series. Incumbents, assigned to watershed maintenance activities plan, prepare and schedule maintenance activities and provide staff assistance to the Field Operations Unit Manager. Some incumbents may serve as liaison with vendors and contractors and participate in planning, coordinating, directing and performing activities and projects including contract administration. Some incumbents may act as lead worker, making work assignments

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				and determining completion of work. The Field Maintenance Administrator is distinguished from other Maintenance classes by the focus on serving as a leadworker for maintenance staff, maintenance of a watershed or maintenance project administration.
Senior Field Operations Administrator	4 of 4	Field Maintenance Supervisor	High School diploma or G.E.D. and six (6) years of related experience, including two (2) years of lead or supervisory experience are required. **Licensing Requirements:** -CA Driver's License; based upon assignment, Class A, B and/or C license may be required.	This is the supervisory level of the Field Maintenance series. Incumbents supervise, assign, review and participate in the work of staff responsible for maintenance and operational activities within an assigned watershed or other field maintenance operation. Incumbents supervise staff performing a full range of supervisory duties including directing work, training and coaching, discipline, and performance evaluation. Incumbents may be working supervisors and as such may be responsible for performing the same duties as those they supervise.

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				The Field Maintenance Supervisor is distinguished from other Maintenance classes by its focus on supervision of a group of employees performing field maintenance activities.
Vegetation Program Standalone Class				
Vegetation Program Specialist I Vegetation Program Specialist II	1 of 1	Vegetation Program Specialist	High School diploma or G.E.D. and, based upon assignment, two (2) to four (4) years of related vegetation management or horticulture experience is required. **Licensing Requirements:** -CA Driver's License Class C	This is the entry/experienced through journey level of the Vegetation Program. Incumbents, based upon assignment, perform technical tasks associated with the collection and analysis of field data on soil, water, wildlife, and plant parameters necessary to meet monitoring requirements. Duties may include: evaluating maintenance practices and criteria of revegetation sites; evaluating vegetation control/maintenance needs for streams, dams, ponds, pipelines, canals and water treatment plants; recommending maintenance standards; and investigating and analyzing conditions that affect

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				successful vegetation control programs including pesticides as appropriate. The Vegetation Program Specialist is distinguished from classes in performance of specialized vegetation control and maintenance evaluation.

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