

*Monterey County is an Equal Opportunity Employer and a Drug-Free Workplace*

**Our Values**

Honesty • Ethics • Transparency  
Accountability • Equitable Treatment  
Respect • Excellent Service



**Our Vision**

Enhance quality of life and  
economic health of  
the community

**RESOURCE MANAGEMENT AGENCY**

Invites your interest for the position of

**WATER RESOURCES TECHNICIAN**

Salary: \$4,410 to \$6,023 Monthly

Final Filing Date: July 25, 2017  
Exam# 17/43B03/06JA

**Summary of Position**

The Monterey County Resource Management Agency (RMA)-Environmental Services Division is seeking qualified candidates to fill current and future Water Resources Technician vacancies. The RMA brings together a range of functions, including Environmental Services, Building Services, Planning, and Public Works to ensure safe building construction, plan for the future needs of the County, manage infrastructure and County facilities, and protect natural resources.

Water Resources Technician responsibilities include reviewing land use development proposals; working with permit applicants to recommend and clear conditions of approval; conducting construction site inspections to administer grading, erosion control, and stormwater regulations; assisting in the administration of the stormwater management program; interpreting and preparing maps; providing public information; completing difficult technical assignments involving data collection, analysis, and interpretation; and/or assisting professional staff with database management and analysis.

**THE IDEAL CANDIDATE:**

Critically important qualifications for this position are: integrity; flexibility, and adaptability; the ability to develop and maintain close working relationships; strong oral and written communication skills; an ability to relate well to the public, management, and employees at all levels; and good judgment. In addition, the ideal candidate will:

- Possess and exhibit exceptional character and integrity.
- Demonstrate tact and diplomacy.
- Deal tactfully with individuals even in time of disagreement and conflict.
- Effectively and tactfully communicate.
- Deal effectively with both internal and external customers and establish and maintain cooperative working relationships.
- Exemplify an enthusiastic, resourceful, and effective customer service attitude.
- Promote Monterey County Values and provide excellent customer service.

## **EXAMPLES OF DUTIES**

- Nothing in this specification restricts management's right to assign or reassign duties and responsibilities to this job at any time.
- Locates and registers wells and water systems; maintains water system registration data
- Gathers, compiles and enters water system and agricultural water use data into computer programs; develops and implements a computer database for such data; maintains and updates files and records
- Collects, analyzes and interprets hydraulic and hydrologic data, i.e. surface and ground water data; some positions may act as either a team leader or team member when group projects are undertaken
- Interprets ordinances and standards for compliance in water resources matters; develops procedures and forms relating to water resources management
- Reviews land development proposals and recommends conditions consistent with Federal, State and local regulations; reviews and comments on project proposals and environmental assessment documents
- Provides information concerning development regulations and flood control measures, the National Flood Insurance Program and the Flood Plain Ordinances
- Develops GPS-based Map Data Capture technologies and prepares maps displaying data
- Performs field inspections and special technical studies.
- Assists water suppliers and users with conservation programs; compiles and prepares water use reports on water consumption
- May make public information presentations regarding water resources, water conservation and water usage.
- Assists in the design and calculations of water resources engineering projects.

### **Working knowledge of:**

Personal computer database management and methods; computerized drawing techniques . Nomenclature, symbolism, methods and practices, techniques and instruments used in water resources engineering and management work. Advanced mathematics, including Algebra, Geometry, Trigonometry and Statistics; hydraulic engineering calculations. Water conservation methods related to agricultural, municipal and industrial water needs. Development services review and standard construction techniques and methods related to water resources, drainage and flood plain issues.

### **Some knowledge of:**

California water codes and related laws and regulations.

### **Skill and Ability to:**

Perform complex mathematical calculations, i.e. Algebra, Trigonometry, and Statistics. Collect, analyze and organize information for input to computer models. Read and interpret maps, aerial photographs, photos, engineering and construction plans, regulations and ordinances. Use computerized drawing and analysis software. Communicate effectively, both orally and in writing, to prepare reports and technical documents, and speak before groups. Follow oral and written directions and instructions. Establish and maintain cooperative work relationships with those contacted during work; provide excellent and courteous customer service.



## **EXAMPLES OF EXPERIENCE/ EDUCATION/TRAINING:**

Any combination of training, education and/or experience which provides the knowledge, skills and abilities and required conditions of employment is qualifying. An example of a way these requirements might be acquired include:

### **EXPERIENCE**

Three years of experience performing duties involving water supply projects, hydrology, water resource management, water-related development review, flood plain management, developing and maintaining databases, and interaction with the public.

**OR**

### **EDUCATION**

Completion of all coursework leading to a Bachelor's degree in Engineering, Geology, Water Resources Management, Environmental Sciences, or a closely related field.

## **REQUIRED CONDITIONS OF EMPLOYMENT**

As a condition of employment, the incumbent will be required to:

- Possess a valid Class C Driver's License, (or) the employee must be able to provide suitable transportation that is approved by the appointing authority.
- Possess and maintain a satisfactory driving record.
- Work under adverse conditions such as inclement weather, dust or silica dust, heat, fire or steam, wind, or environments subject to sudden changes and/or extremes in air temperature, pressure or humidity, work outdoors, on uneven and/or slippery and/or wet ground surfaces, at elevations above ground level, in confined or extremely small work spaces, come into contact with water, petroleum products, lubricants, cleaning solutions or solvents, toxic fumes, liquids or gases, allergens, chemical products requiring MSDS sheets, plant, animal or food material or waste, around moving machinery, vehicles, equipment, hand and/or power tools, electricity, vibration, and in extremely noisy environments.
- Be available to work weekends, evenings, shifts, and holidays during storm monitoring duty, and during times of emergency and/or disaster situations.
- Wear and use safety clothing and equipment as required, i.e. safety glasses, gloves, etc.

## **PHYSICAL AND SENSORY REQUIREMENTS**

The physical and sensory abilities required for this classification include:

- Ability to sit for up to approximately eight (8) hours' time working at a personal computer terminal and performing other duties.
- Ability to stand in one position without significant movement for up to 2 hours per workday performing duties.
- Ability to walk approximately up to 6 hours per workday performing duties.
- Some positions may require the ability to lift, pull and/or carry stream measuring equipment and materials weighing up to approximately 80 pounds.
- Ability to see well enough to read standard text and data on electronic screen of a personal computer terminal, and apply visual color discrimination and depth perception.
- Ability to hear in a typical office environment and/or in a noisy outdoors field site environment.
- Ability to verbally communicate in a typical office environment or project voice that can be heard in a noisy outdoors field site environment.
- Physical dexterity to function in a typical office environment, and some positions may require body mobility to walk on uneven, elevated, slippery or wet ground surfaces to reach stream worksites to conduct testing.
- Eye and hand coordination to drive a vehicle to and from work and field test sites, and some positions may require manual dexterity to use weight apparatus and perform hydrologic water testing.
- Sense of smell to detect and/or distinguish between normal odors and controlled substances.

Visit the Monterey County website to view the complete Job Description:  
<https://www.co.monterey.ca.us/personnel/specifications.asp>

## **APPLICATION & SELECTION PROCEDURES**

Apply On-line!

Our Website: <https://www.governmentjobs.com/careers/montereycounty>

### **Applications may be obtained from and submitted to:**

Monterey County Resource Management Agency, Human Resources Department

Attn: Julie Aulenta, Personnel Analyst

1441 Schillings Place, 1<sup>st</sup> Floor, Salinas CA 93901

Email: [aulentaja@co.monterey.ca.us](mailto:aulentaja@co.monterey.ca.us) or [montoyav2@co.monterey.ca.us](mailto:montoyav2@co.monterey.ca.us)

Phone: (831) 755-5014 or (831)796-6427 Fax: (831) 784-5603

The selection process is tentative and applicants will be notified if changes are made. The competitive selection process includes submittal of required application materials. A complete application packet will include:

- A completed County of Monterey Employment Application
- Responses to all the Supplemental Questions

**All required materials must be received no later than final filing date:**

**Tuesday, July 25, 2017**

Applicants who fail to provide all required materials will not be considered. Resumes will not be accepted as a substitute for required application materials. All required application materials will be competitively evaluated. Those applications that are determined to be the most appropriately qualified will be invited to participate further in the selection process. To assess applicants' possession of required qualifications, the process may include an oral examination, pre-exam exercises, performance exam, and/or written examination.

### **BENEFITS:**

- Monterey County offers an excellent benefits package. To view the "J" Unit Benefit Summary please visit our website: <https://www.co.monterey.ca.us/personnel/Benefits.html#sheets>

### **NOTES:**

- If you believe you possess a disability that would require test accommodation, please call Human Resources at (831) 784-5682.
- If you are hired into this classification in a temporary position, your salary will be hourly and you will not be eligible for the benefits listed in the summary.
- Employment is contingent upon acceptable documentation verifying identity and authorization for employment in the United States

**The County of Monterey is a Drug-Free Workplace and an Equal Opportunity Employer.**



Monterey County  
SUPPLEMENTAL QUESTIONS  
**WATER RESOURCES TECHNICIAN**  
EXAM# 17/43B03/06JA

If not applying on-line: Please number your response. Include your name and the title of the position for which you are applying at the top of each page.

**Instructions:**

1. Response to the Supplemental Question's must be submitted with your application materials. Applications received without Supplemental Question responses will not be considered. A resume, cover letter, application, etc., will not be accepted as a substitute for a response to the questions. Failure to provide a complete response to these questions will eliminate you from further consideration. Your response to the questions is an integral part of the selection process.

I have read and understand the supplemental question instructions

2. Are you willing and able to: Work under adverse conditions such as inclement weather, dust or silica dust, heat, fire or steam, wind, or environments subject to sudden changes and/or extremes in air temperature, pressure or humidity, work outdoors, on uneven and/or slippery and/or wet ground surfaces, at elevations above ground level, in confined or extremely small work spaces, come into contact with water, petroleum products, lubricants, cleaning solutions or solvents, toxic fumes , liquids or gases, allergens, chemical products requiring MSDS sheets, plant, animal or food material or waste, around moving machinery, vehicles, equipment, hand and/or power tools, electricity, vibration, and in extremely noisy environments.

YES

NO

3. Are you willing and able to: work weekends, evenings, shifts, and holidays during storm monitoring duty, and during times of emergency and/or disaster situations

YES

NO

4. Describe your training, education and experience that demonstrates your ability to perform site inspections to acquire data, verify compliance with approved plans, and recommend corrective action. Please include in your response, your ability to collect, analyze and interpret hydraulic and hydrologic data, and interpret ordinances and standards for compliance in water resources matters.

5. Describe your training, education and experience that demonstrates your ability to utilize computer systems for managing, analyzing, and mapping data.