



RESERVOIR SPILLWAY CONTROL OPERATOR I

CHARACTERISTICS OF WORK:

This work entails responsibility for regulating the amount of water flowing through floodgate outlets in a dam, to maintain an even level of water in the lake or reservoir. Incumbents in this classification make periodic instrument tests to ascertain the change in water level, and rate of flow through spillway, and record findings on appropriate record forms. The work includes interpreting data in comparison with former readings and observations and either increasing or decreasing dam apertures to maintain a prescribed rate of flow. It also includes responsibility for the maintenance of control tower and gate-lift equipment. Incumbents generally act as Communications Officers and operate radios and telephones connected with the control tower. Supervision is generally received from an administrative official in a higher classification. Incumbents frequently supervise workers or helpers in the maintenance of gate facilities.

MINIMUM QUALIFICATIONS:

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education:

A Bachelor's Degree from an accredited four-year college or university in a field of Atmospheric Sciences, Chemical Sciences, Engineering, Environmental Science, Environmental Technology, Geography, Geological Sciences, Hydrology, Mathematical Sciences, or a directly related field;

OR

Education:

Graduation from a standard four-year high school or equivalent (GED);

AND

Experience:

Four (4) years of directly related experience in a combination of/or any of the educational field(s) indicated above.

Certification:

Incumbent will be required to complete the Telecommunication Certification from the Board of Emergency Telecommunications Standards and Training within one year of hire date.

Substitution Statement:

Graduation from a standard four-year high school or equivalent (GED), directly related education and directly related experience may be substituted on an equal basis.

PHYSICAL REQUIREMENTS:

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

Light Work: May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting up to approximately 20 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Peripheral: Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

Depth Perception: Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

Ability to adjust focus: Ability to adjust the eye to bring an object into sharp focus.

Speaking/Hearing: Possesses the ability to give and receive information through speaking and listening skills.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is frequently required to stand; and walk. The incumbent is occasionally required to climb or balance; and stoop, kneel, crouch, or bend.

COMPETENCIES:

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed below each competency and are used for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful

performance, the employee may be terminated. These competencies include, but are not limited to, the following:

PUBLIC SECTOR COMPETENCIES:

Integrity: Exhibits behaviors showing a strong internal personal commitment to fundamental principles of honesty and fairness dealing in all activities related to job performance.

Work Ethic: Is productive, diligent, conscientious, timely, and loyal.

Service Orientation: Demonstrates a commitment to quality public service through statements and actions.

Accountability: Accepts responsibility for actions and results.

Self Management Skills: Effectively manages emotions and impulses and maintains a positive attitude.

Interpersonal Skills: Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

Communication Skills: Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

Self-Development: Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

TECHNICAL COMPETENCIES:

Technology Application: Operates machines, tools, and equipment effectively.

Operates spillway gates at reservoir dam or lake dam. Operates radio and telephone communication systems to notify Patrol Officers of unusual happenings on or around the reservoir.

Monitoring Processes, Materials, or Surroundings: Monitors information from materials, events, or the environment, to detect or assess issues and make improvements.

Monitors reservoir to ensure safety. Increases or decreases dam apertures to maintain a prescribed rate of flow based on observations.

Information Management: Identifies a need for and knows where or how to gather information; organizes and maintains information.

Analyzes and interprets data. Makes periodic instrument tests to ascertain the change in water level and rate of flow through spillway. Interprets data in comparison with former readings and observations to make decisions.

Documenting/Recording Information: Enters, compiles, records, or stores information in written or electronic form.

Records findings of instrument tests on appropriate record forms. Tracks and logs water level data.

ESSENTIAL FUNCTIONS:

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

1. Operates and maintains reservoir spillway gate and tower.
2. Monitors reservoir to ensure safety and maintains telecommunications between agencies.

EXAMPLES OF WORK:

Examples of work performed in this classification include, but are not limited to, the following:

Tracks and logs water level data.

Analyzes and interprets data to maintain proper flow and water levels.

Operates spillway gates at reservoir dam or lake dam.

Operates radio and telephone communication systems to notify Patrol Officers of unusual happenings on or around the reservoir.

Monitors SCADA water systems.

Operates the NCIC system.

Performs related or similar duties as required or assigned.

INTERVIEW REQUIREMENTS:

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.