CLASS TITLE: Assistant Hydrographer/Hydrographer

DEFINITION

Under supervision performs field and office duties that involve the collection and analysis of data for forecasting water use for power generation, recreation and consumptive use; ensures lake operations meet Federal Energy Regulatory Commission (FERC) license requirements; produces a variety of reports for internal, State and Federal use; and ensures the proper operation of monitoring, recording and reporting instruments.

DISTINGUISHING CHARACTERISTICS

Assistant Hydrographer – This is the entry level in the Hydrographer series. Positions in this class typically have little or no directly related work experience. The Assistant Hydrographer class is distinguished from the Hydrographer level by the performance of less than the full range of duties assigned to the Hydrographer level. Incumbents work under general supervision while learning job tasks, progressing to general direction as procedures and processes of assigned area of responsibility are learned.

Hydrographer – This is the journey level class in the Hydrographer series and is distinguished from the Assistant level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the Assistant level.

SUPERVISION RECEIVED AND EXERCISED

Assistant Hydrographer

Receives supervision from an assigned supervisor; may receive technical and functional supervision from the hydrographer.

Hydrographer

Receives supervision from the Hydroelectric Manager. Exercises technical and functional supervision over assigned assistant hydrographer.

EXAMPLES OF ESSENTIAL DUTIES: the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.

Assures District’s hydroelectric project is in compliance with Federal Energy Regulatory Commission (FERC) requirements for stream maintenance, lake, and reservoir operations, through water measurements.

Collects and analyzes water use data and provides projections on water availability for hydroelectric power generation and recreation and consumptive use; determines amount of water to be released.
CLASS TITLE: Assistant Hydrographer/Hydrographer

Oversees and/or performs snowpack and runoff surveys; compiles and analyzes data.

Installs, repairs and maintains water control measurement equipment, water quality sampling equipment and water level recorders.

Coordinates and corresponds with appropriate personnel from the California Department of Water Resources, United States Geological Survey (U.S.G.S), Division of Dam Safety (D.O.D.S.) and other local, State and Federal agencies.

Performs discharge measurements at gauging stations; calibrates the accuracy of rating tables used for water releases.

Prepares technical reports for submission to State and Federal agencies.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

QUALIFICATIONS

Assistant Hydrographer

Knowledge of:

Skill/Ability to:
Learn to accurately collect and analyze hydrographic data. Learn to generate technical reports in accordance with Federal and State standards. Learn to operate, maintain and repair stream gaging equipment. Learn to properly use a variety of hydrography equipment. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures. On a continuous basis, sit at desk for long periods of time; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.
CLASS TITLE: Assistant Hydrographer/Hydrographer

Experience and/or Education:
Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:
Experience:
Previous experience collecting hydrographic data is desirable.

Education:
Equivalent to a Bachelor’s degree from an accredited college or university in engineering, water resources, hydrography or a related field.

SPECIAL QUALIFICATIONS

License and Certificate:
Possession of, or ability to obtain, a valid California driver’s license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Hydrographer

Knowledge of:

Skill/Ability to:
Independently collect and analyze hydrographic data. Independently generate a variety of technical reports in accordance with Federal and State standards. Operate, maintain and repair stream gaging equipment. Independently use a variety of hydrography equipment. Accurately assess snow pack.

Experience and/or Education:
Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:
Three years of responsible hydrographic experience similar to Assistant Hydrographer with El Dorado Irrigation District.

Education:
Equivalent to a Bachelor’s degree from an accredited college or university in engineering, water resources, hydrography or a related field.
CLASS TITLE: Assistant Hydrographer/Hydrographer

SPECIAL QUALIFICATIONS

License and Certificate:
Possession of, or ability to obtain, a valid California driver’s license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

[Signature]
Director of Human Resources

9-9-11
Date

Established: 08/18/2009
Revised: 09/08/2011
FLSA: Non-Exempt
Unit: Safety