



Little Thompson Water District
835 E Highway 56, Berthoud, CO 80513
(970) 532-2096

Water Resources/Engineering Technician

Salary Range: \$48,500 - \$70,400 Annually

Class Specification: Engineering Technician II (16432)

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the combined class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under supervision of the District Engineer, performs a variety of support functions in water resources, engineering, and geographic information systems.

REPRESENTATIVE DUTIES

The following duties are expected; however, the position may require additional or different duties from those set forth below to address business needs and changing practices.

1. Assist the Engineering Division by providing technical information to District personnel, local municipalities, other Water Districts, the State, Water Conservancy Districts, developers, and new and existing customers.
2. Effectively explain the District's raw water requirements and development process with developers, developer's consultants and the public.
3. Answer questions from the public, developers, and tap holders related to tap purchases and related approved uses or restrictions.
4. Collect electronic and field data to comply with the Dam Safety Inspection Report for the District's Dry Creek Reservoir. Write summary report of findings as needed.
5. Work with water resource staff, legal counsel and consultants to assist in preparation of Water Court applications, defense of the District's existing water rights and water resource planning.
6. Evaluate the District's ability to make use of the water rights offered through the development process.
7. Research historic use of water rights owned or being considered by the District.
8. Account for raw and finished water use with existing or new analytic tools. Update the District water demand and demonstrates compliance with Water Court decrees.
9. Assist leasing surplus water to area irrigators or other parties. Compile water resource and water use data and incorporate it spatially within the District's Geographic Information System (GIS).
10. Assist with the District's Water Conservation Program. Research, develop, coordinate, and implement water conservation measures. Develop strategies to engage the community in water efficiency measures. Act as educational resource to customers, local, water providers and state agencies. Monitor specific water conservation measures and determine if it is effective and in compliance with the District's water conservation goals. Collaborate and coordinate with other related water efficiency, outreach, and educational efforts.
11. Research legal documents for easements and incorporate easement information into the District's GIS.
12. Perform other duties as assigned.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge and Abilities: Generally, learn and apply policies, rules, regulations and procedures to a variety of work-related situations with the following general list of items important to the position, it should be noted that the list is not comprehensive;

1. Advanced computer skills, including word processing, spreadsheet and database applications.
2. Knowledge in spreadsheet programming/macros.
3. Excellent verbal and written communication skills.
4. Knowledge of Colorado Water Law
5. Knowledge of raw water allocation and measurement.
6. Knowledge of ESRI GIS software
7. Ability to convey complex information to parties with varying experience of the subject.
8. Ability to write clear, complete and accurate reports.
9. Knowledge of horticultural principles, water efficient landscape design, and Xeriscape.
10. Excellent customer service skills.
11. Ability to present clearly to both large and small groups.
12. Ability to work effectively on teams.
13. Ability to develop easily understood and engaging promotional materials for the public.

Education and Experience Guidelines -

Education/Training: *Bachelor's degree in civil engineering, water resource management or closely related field. Two to seven years of experience in a related field. An equivalent combination of education and/or experience may substitute for education.*

Experience: Experience in a computerized software system; experience in GPS system collection a plus, ability to quickly learn and apply policies, rules, regulations and procedures to a variety of work-related situations;

License or Certificate: A valid Colorado driver's license and satisfactory driving record to drive District vehicle.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Working Conditions/Environment/Physical Requirements: The essential functions of this classification are performed in a controlled-temperature office and in the field. Environment of work includes travel to and from sites, work around traffic, exposure to noise, dust, heat, and inclement weather. Office environment includes sitting for extended periods of time in front of a computer screen; operate computer and other office equipment on a daily basis; speak and hear in person and on the phone; see sufficiently to perform assignments. Physical requirements include those to occasionally perform moderate to heavy lifting, bending, stooping, kneeling, walking, and standing.