

DUTIES DESCRIPTION RECORD

DEPARTMENT				
TITLE	WATER SERVICES MANAGER A		DDR	95-96021
CLASS CODE	9602	CLASS TITLE	WATER SERVICES MANAGER	

SUMMARY DUTIES

Division Director

As Director of a major Division in the Water System, assists the manager of the Water System in the overall administration, planning, organizing, staffing, budgeting, and control of operations and functions related to construction, maintenance, and design of water distribution, transmission, and/or treatment facilities; serves on management and advisory committees in the Department including Joint Labor/Management Committees; conducts occasional field inspections to make decisions related to work performed and contemplated; establishes the Division's vision, mission, goals, and objectives through strategic planning; acts in place of the manager of the Water System; and performs related duties.

PREREQUISITES

Currently in the level of WSM D (95-96024), WSM C (95-96023) or WSM B (95-96022) with a minimum of 2 years in WSM class