



**CITY OF HUNTINGTON BEACH
INTER-DEPARTMENTAL COMMUNICATION
HUMAN RESOURCES**

TO: PERSONNEL COMMISSION

FROM: MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: REVISIONS TO WATER EQUIPMENT OPERATOR JOB CLASSIFICATION SPECIFICATION

DATE: MARCH 20, 2019

The **Water Equipment Operator** is a journey-level job classification within the Utilities Division of the Public Works Department. Incumbents operate various maintenance vehicles and equipment as well as perform a broad spectrum of work related to the maintenance, repair, and installation of the City's water distribution systems.

Modifications to the **Water Equipment Operator** class specification are recommended to 1) refresh the job duties and minimum qualifications; and 2) reflect the appropriate certificate required to perform the work of the position. The requested modifications are intended to reflect the present hiring standards and do not materially change the fundamental nature of the work performed. The current pay grade remains the same.

The recommendation presented is based upon the Public Works Department's input and the meet and confer process with the MEA.

At this time staff requests the Personnel Commission to approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City's Classification Plan.

STAFF RECOMMENDATION

Proposed Job Class Title: Water Equipment Operator

Pay Grade: MEA364

Affected Employees: None

Recommendation: Approve changes to update the job class specification

Attachment: Water Equipment Operator Job Class Specification

cc: Travis Hopkins, Director of Public Works
Brian Ragland, Utilities Manager
Rudy Ocampo, Water Distribution Supervisor
Judy Graham, MEA President