



WESTLANDS WATER DISTRICT

IS HIRING AN:

OPERATIONS AND MAINTENANCE TRAINEE

Annual Salary Range: \$51,600 - \$62,724

Department: Civil Maintenance

Applications Accepted: May 23, 2023 – June 6, 2023

Minimum Qualifications

Education and Experience: Possession of a United States high school diploma, GED, or equivalent **and** one (1) year of comparable experience performing duties related to industrial repair, scheduling, storekeeping, general maintenance, mechanical maintenance, or construction.

Standard Requirements: Possess a valid California Class C Driver's License along with a driving record that is acceptable to the District's automobile insurance provider. Depending on Assignment, a California Class A Driver's License with air brake endorsement, or a California Class B Driver's License, along with a driving record acceptable to the District's automobile insurance provider may be required. Depending on assignment, attendance at a Western Area Power Administration High Voltage Switching safety training workshop offered by the District may be required. Ability to utilize a respirator during the job duties or under emergency circumstances. Incumbents shall not wear beards, mustaches, sideburns, facial hair, or other conditions in such manner that may prevent or interfere with establishing and maintaining a proper seal of the respiratory facemask. Ability to lift 100 pounds, climb stationary ladders, and work in confined spaces.

Position Summary

The Operations & Maintenance Trainee is an entry level classification that will receive training and experience in the performance of a variety of duties in the Civil & Preventive Maintenance Departments, depending on assignment. Vacancy currently exists in the Civil & Preventive Maintenance Department, located at the District's Five Points Shop and Field Office, approximately 45 minutes southwest of Fresno, CA. Normal working hours are 7:00 a.m. to 3:30 p.m. with a thirty-minute lunch. Immediate and future vacancies will be filled from this eligibility list.

The duties of the Operations & Maintenance Trainee include, but not limited to, constructing, maintaining, and repairing roads and right-of-way, above ground and underground piping, valves, meters, concrete structures, canals, and related water distribution and drainage facilities including excavating, repairing, and replacing concrete, transite, steel, and plastic pipelines; and repairs and replaces air relief butterfly, check, gate and slide gate valves. This position will also learn to lay out, grade, form, reinforce, place, finish, and repair concrete pedestal slabs, foundations, canal panels, thrust blocks, pipe repair blocks, retaining walls, pre-cast and cast-in place structures, and utilizes procedures for confined space entry, the use of hazardous materials, cranes, and heavy equipment safety. The Operations & Maintenance Trainee position performs general maintenance and weed control measures, which may include cutting, burning, and spraying; and dispose of aquatic and vegetative growth in and around pumping plants, reservoirs, and canals.

Application and Selection Process

To be considered for this position, please submit a Westlands Water District Employment Application **and** your responses to the related Supplemental Application no later than **Tuesday, June 6, 2023** in person, by mail, email, or fax to:

Westlands Water District
Attention: Human Resources Department
P.O. Box 6056, 3130 N. Fresno Street
Fresno, CA 93703

Office Hours: Monday-Friday 8 a.m. to 5 p.m.

Email and/or fax application materials directly to: resume@wwd.ca.gov or (559) 241-6286

For questions, please contact:
The Human Resources Department at (559) 241-6205 or
Visit the District's Website at wwd.ca.gov

A typewritten Employment Application is preferred but not required. Resumes may be included with application materials; however, will not be accepted in lieu of completed application materials.

Following the filing date, applicants meeting the minimum qualifications and filing requirements may be scheduled for an online examination followed by an oral panel interview.

Verification of Employment The District conducts verification of a candidate's employment history, education and training and other information contained in the Employment Application and any other materials submitted by a candidate in an application packet.

Conditional Offer of Employment An offer of employment will be conditioned upon legal ability to work in the United States; passing a medical examination, which will include a drug screening; and verification of a candidate's employment history, education and training, other information contained in the Employment Application, and any license requirements. As part of the selection process, you are required to complete and submit the Candidate Conviction History Questionnaire which will be provided to you during the recruitment process.

If you need special accommodations for the web-based interview due to a qualifying disability, then contact the Human Resources Department at (559) 241-6205 immediately.

Westlands Water District is an Equal Opportunity/ADA Employer

BENEFIT PACKAGE INCLUDES:

~ Please visit the District's website for further details ~

CalPERS Retirement Plan
Medical Insurance
Dental Insurance
Vision Insurance

Life & Disability Insurance
Voluntary Life Insurance
Employee Assistance Program
457 Deferred Compensation Plan

Flexible Spending Account
Paid Vacation Leave Hours
Paid Medical Leave Hours
11 Paid Holidays

The District does **not** participate in Social Security or State Disability Insurance.

Westlands Water District's mission is to provide a timely, reliable, and affordable water supply to its landowners and water users. To this end, Westlands is committed to preserving its federal contract, which includes water and drainage services, and acquiring additional water necessary to meet the needs of its landowners.