

# Utility Worker I/II

**Department:** General Services (Utility Division)  
**Reports to:** General Services Supervisor  
**Supervises:** N/A  
**Salary Range:** **AS OF 01/01/2026:**  
Utility Worker I: \$21.70 - \$30.92 Hourly (\$45,140 - \$64,316 Annually)  
Utility Worker II: \$25.17 - \$34.32 Hourly (\$52,360 - \$71,386 Annually)  
**AS OF 7/01/2026:**  
Utility Worker I: \$22.57 - \$32.16 Hourly (\$49,941 - \$66,886 Annually)  
Utility Worker II: \$26.18 - \$35.69 Hourly (\$54,448 - \$74,241 Annually)  
**Location:** Pauma Valley Community Services District (PVCSD)  
33129 Cole Grade Road, Pauma Valley, CA 92061

## Pauma Valley Community Services District (PVCSD) Overview

The Pauma Valley Community Services District (PVCSD) is a public agency established under California Government Code to provide essential utility and security services to the residents of Pauma Valley Country Club Estates and surrounding areas. As a special district, PVCSD operates independently to ensure reliable wastewater management, storm drain maintenance, and community security, promoting public health, safety, and environmental protection. The District emphasizes regulatory compliance, sustainable operations, and responsive service delivery to foster a safe and thriving community.

## Position Summary

Under the direction of the General Services Supervisor, performs a variety of semi-skilled and skilled duties in the operation, maintenance, and repair of the District's wastewater collection system, lift stations, storm drains, and District contract-operated Class III wastewater treatment plant; performs facility maintenance; monitors SCADA systems; participates in preventive maintenance programs; responds to emergencies including sanitary sewer overflows (SSOs); and performs all related work as assigned.

## Distinguishing Characteristics

**Utility Worker I** is the entry-level classification in the Utility Worker series. Incumbents learn and perform a limited range of less complex or specialized tasks under closer supervision and have less latitude for independent action. This classification is expected to progress to the journey level upon meeting experience and certification requirements.

**Utility Worker II** is the journey-level classification in the Utility Worker series. Incumbents perform the full range of duties as assigned with greater independence, exercising discretion and sound judgment within established guidelines. The Utility Worker II may provide informal guidance, oversight and training to Utility Worker I staff and is expected to operate with minimal supervision on routine wastewater collection system and wastewater treatment-related tasks.

**Promotional Opportunity for In-House Utility Worker I:** Three (3) years of continuous service as a Utility Worker I is a mandatory minimum requirement for promotion to Utility Worker II but does NOT guarantee said promotion. Promotion requires meeting all minimum qualifications listed herein, including possession of a valid CWEA Collection System Maintenance (CSM) Certification, Grade II, at the time of promotion, and is based on overall job performance, demonstrated capability, and/or at the General Services Supervisor's recommendation.

## **Essential Functions**

### ***Wastewater Collection System Operations (Primary Focus)***

- Perform routine and scheduled maintenance and cleaning of approximately 8 miles of gravity sewer mains, laterals, cleanouts, and manholes using hydro-cleaning (jet/rod) and vacuum equipment – AND/OR monitor/support contract operations.
- Operate and maintain CCTV inspection equipment; insert cameras into manholes and collection lines; review and assess pipeline condition footage; document findings and recommend repairs.
- Inspect, operate, maintain, and repair four (4) lift stations, including pumps, floats, controls, electrical components, and wet wells; respond to lift station alarms and high-level conditions; and assist contract operations as needed for the same purpose.
- Respond to sanitary sewer overflows (SSOs) and wastewater emergencies; implement containment and cleanup procedures; assist in regulatory reporting to the State Water Resources Control Board's CIWQS system in support of the Legally Responsible Official (LRO).
- Monitor and respond to SCADA alarms and system notifications; ensure District critical assets are functional and operating within established parameters.
- Set up and maintain traffic control in accordance with applicable standards when performing work on or adjacent to public roadways.
- Perform confined space entries with proper permits, atmospheric testing, and safety protocols in compliance with Cal/OSHA regulations and applicable District policy.
- Understand and perform lockout/tagout procedures on mechanical and electrical equipment prior to maintenance or repair.
- Maintain and update GIS data for sewer assets; utilize Computerized Maintenance Management Systems (CMMS) for work order tracking, preventive maintenance scheduling, and asset documentation.
- Read and interpret wastewater collection system maps, engineering drawings, and as-built plans.

### ***Wastewater Treatment Plant Support***

- Assist in the operation, monitoring, and maintenance of the contract-operated wastewater treatment plant (approximately 50,000 gpd average influent); support compliance with the Notice of Applicability (NOA) and applicable discharge requirements.
- Collect wastewater samples and perform or assist with routine field testing as directed.
- Operate, test, and repair filters, pumps, valves, chemical feed systems, and related treatment equipment in compliance with District policies and regulatory standards.
- Assist with maintenance of treatment trains, aeration systems, and effluent disposal infrastructure.

### ***Storm Drain Maintenance***

- Maintain, inspect, and clean storm drain facilities, including inlets, outlets, channels, and conveyance structures.
- Operate a variety of equipment to clear storm drains of debris, sediment, and vegetation; perform weed abatement as necessary.
- Conduct condition assessments of storm drain infrastructure and report findings to the General Services Supervisor.

### ***Facility Maintenance & General Duties***

- Perform routine facility maintenance, including restocking restroom supplies (toilet paper, paper towels, soap), handling trash and waste disposal, and maintaining cleanliness of District buildings, yards, and work areas.
- Maintain and service District vehicles, equipment, and tools; ensure critical spare parts are stocked and communicate replenishment needs to the General Services Supervisor.

- Perform general grounds maintenance, including landscaping, grading, and erosion control activities as needed.
- Oversee and coordinate with contractors performing maintenance, repair, or compliance activities on District utility infrastructure.
- Prepare and maintain accurate records, daily logs, operational reports, work orders, and inspection documentation; submit reports to the General Services Supervisor and General Manager as directed.
- Respond professionally to questions, complaints, and inquiries from the public and other agencies.
- Attend regular meetings and provide operational updates to management.
- Mandatory participation in the District’s on-call rotation; respond to after-hours emergencies within a reasonable timeframe as determined by management.

### Minimum Qualifications, Required Education & Experience

Utility Worker I	Utility Worker II
High school diploma or GED equivalent.	High school diploma or GED equivalent.
One (1) year of experience performing wastewater collection system maintenance, repair, or construction, or closely related public works field operations; or an equivalent combination of education, training, and experience.	Three (3) or more years of progressively responsible experience in wastewater collection system maintenance, repair, construction, and equipment operation, including experience with lift stations, CCTV inspections, and preventive maintenance programs; or an equivalent combination of education, training, and experience.
Experience in a public agency or special district setting is desirable.	Experience in a public agency or special district setting is preferred.

### Required Licenses/Certifications (at hire or within stated timeframe)

Utility Worker I	Utility Worker II
Valid California Class C driver’s license with a satisfactory driving record and insurability under District policy.	Valid California Class C driver’s license with a satisfactory driving record and insurability under District policy.
CWEA Collection System Maintenance Certification, Grade I – must possess or obtain within twelve (12) months of hire.	CWEA Collection System Maintenance Certification, Grade II – must possess at time of hire or promotion.
California State Water Resources Control Board Wastewater Treatment Plant Operator Certification, Grade I – must possess or obtain within twenty-four (24) months of hire. (Desirable at hire.)	California State Water Resources Control Board Wastewater Treatment Plant Operator Certification, Grade I – must possess or obtain within twenty-four (24) months of hire.
CPR/AED/First Aid certification (including oxygen administration) – must possess or obtain within six (6) months of hire.	CPR/AED/First Aid certification (including oxygen administration) – must possess or obtain within six (6) months of hire.

## Preferred/Desired Qualifications

Utility Worker I	Utility Worker II
CWEA Collection System Maintenance Certification, Grade I or higher.	CWEA Collection System Maintenance Certification, Grade II or higher.
Wastewater Treatment Plant Operator Certification, Grade I.	Wastewater Treatment Plant Operator Certification, Grade II or higher.
California Class A or B CDL with tanker and air brakes endorsements.	California Class A or B CDL with tanker and air brakes endorsements.
NIMS/ICS 100 and 200.	CWEA Mechanical Technologist Certification, Grade I or higher.
Confined Space Entry – Competent Person.	NIMS/ICS 100 and 200.
Associate’s degree in environmental science, civil/sanitary engineering, or related field.	Confined Space Entry and Traffic Control certifications.
	Associate’s or Bachelor’s degree in a relevant field.

## Knowledge, Skills & Abilities

- **Regulatory & Compliance:** Knowledge of California SSMP requirements, SSO/CIWQS reporting procedures, NPDES permit conditions, OSHA/Cal-OSHA standards, and confined space entry regulations; ability to interpret and comply with federal, state, and local codes applicable to wastewater operations.
- **Technical Operations:** Skill in wastewater collection system O&M, including line cleaning, CCTV inspection, lift station maintenance, pump and valve repair, and chemical handling; familiarity with wastewater treatment plant processes; proficiency in operating heavy equipment such as hydro-cleaners, vacuum trucks, and rodders.
- **Asset Management:** Ability to utilize GIS, CMMS, and SCADA systems for work order management, preventive maintenance scheduling, condition tracking, and real-time monitoring of District infrastructure.
- **Safety & Emergency Response:** Knowledge of confined space entry, lockout/tagout, traffic control, trenching and shoring, and hazardous materials handling; ability to respond to SSOs, lift station failures, and other utility emergencies promptly and in accordance with established protocols.
- **Communication & Recordkeeping:** Ability to maintain detailed and accurate records, prepare daily logs and operational reports, read and interpret maps and engineering drawings, and communicate clearly with supervisors, contractors, regulatory agencies, and the public.
- **Analytical & Problem-Solving:** Ability to identify operational issues, troubleshoot equipment malfunctions, and implement corrective actions; sound judgment in making field decisions under pressure.
- **Technical Proficiency:** Familiarity with Microsoft Office, SCADA interfaces, GIS/GPS equipment, and computerized recordkeeping systems; ability to accurately enter and retrieve data.

## **Working Conditions & Physical Requirements**

- Works primarily outdoors in varied weather conditions, including exposure to traffic, noise, odors, wastewater, chemicals, hazardous materials, biological hazards, dust, fumes, and extreme temperatures; requires use of appropriate PPE (e.g., respirators, harnesses, protective suits).
- Frequently stands, walks, climbs ladders/stairs, kneels, bends, stoops, crawls, and enters confined spaces with proper permits, atmospheric testing, and safety protocols; lifts/carries/pushes/pulls up to 50 lbs. frequently and heavier loads occasionally with proper equipment.
- Operates District vehicles, heavy equipment (vacuum trucks, hydro-cleaners, backhoes), power tools, and specialized machinery; requires mobility to inspect sites, respond to emergencies, and perform fieldwork; vision, hearing, and speech sufficient for communication and safety; finger dexterity for computer use and equipment operation.
- May involve work at heights, in confined spaces, in trenches, or around electrical/mechanical hazards; must tolerate extended periods of heavy manual labor in a variety of climatic conditions.

## **Special Requirements**

- Mandatory participation in the District's rotating on-call schedule; must respond to emergencies promptly within a reasonable timeframe as determined by management. Residency within 45 minutes of PVCSD facilities is preferred (unless waived by the General Manager).
- Successful completion of a background check (including DOJ/FBI fingerprinting as applicable), motor vehicle record review, pre-employment medical exam (including drug/alcohol screening), and any other District-required screenings.
- Ability to work varying hours, including shifts, weekends, holidays, and overtime; may require carrying a pager or cell phone during on-call periods.
- Compliance with all District policies, including those for disaster service workers under California Government Code Section 3100.
- All other duties and responsibilities as required by the General Services Supervisor and/or General Manager.

## **Equal Employment Opportunity**

The Pauma Valley Community Services District (PVCSD) is an equal opportunity employer and prohibits discrimination and harassment of any kind. PVCSD is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at PVCSD are based on business needs, job requirements, and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, HIV status, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. PVCSD will not tolerate discrimination or harassment based on any of these characteristics. PVCSD encourages applicants of all ages, backgrounds, and experiences to apply. If you need reasonable accommodation during the application or interview process, please contact the District office at (760) 742-1909 or via email at [customerservice@paumavalleycsd.ca.gov](mailto:customerservice@paumavalleycsd.ca.gov).