



San Juan Water District
9935 Auburn Folsom Road
Granite Bay, California 95746
(916) 791-0115
www.sjwd.org

Position Description

Facilities Maintenance Technician IV

Status: FLSA Non-Exempt, Safety Sensitive
Supervisor: Facilities Maintenance Lead
Effective Date: July 16, 2026

Supervision Received and Exercised

Receives direct supervision from the Facilities Maintenance Lead and general supervision from the Facilities Maintenance Manager. Provides technical leadership, project coordination, mentoring, and guidance to Facilities Maintenance Technicians I, II, and III. May serve as acting lead on assigned projects, emergency responses, maintenance programs, and special assignments.

Primary Function

To serve as the District's senior-level facilities maintenance technician responsible for complex maintenance, operational troubleshooting, asset reliability, project coordination, and technical leadership related to the District's treatment facilities, pump stations, reservoirs, storage facilities, transmission facilities, metering equipment, buildings, grounds, and related infrastructure. Incumbents function as subject matter experts in mechanical, electrical, instrumentation, control, and operational systems and are responsible for developing maintenance strategies, solving complex technical problems, supporting capital improvement projects, and providing technical leadership to maintenance and operations staff.

Essential Duties - *Duties may include, but are not limited to, the following:*

- Establish and maintain positive working relationships with co-workers, District employees, contractors, consultants, engineers, regulatory agencies, vendors, and the public.
- Perform all duties of Facilities Maintenance Technician III.
- Serve as the District's senior technical resource in the maintenance, operation, troubleshooting, repair, and optimization of facilities, treatment processes, pump stations, reservoirs, transmission systems, storage facilities, and related infrastructure.
- Lead complex maintenance, rehabilitation, equipment replacement, and infrastructure improvement projects.
- Diagnose and resolve highly complex mechanical, electrical, instrumentation, control system, SCADA, and operational issues.
- Conduct root cause failure analysis and develop long-term corrective actions for equipment reliability and system performance improvements.
- Develop and implement preventative, predictive, and reliability-centered maintenance programs.
- Analyze maintenance trends, equipment history, lifecycle performance, and operational data to improve asset reliability and reduce downtime.
- Coordinate major equipment shutdowns, facility outages, emergency repairs, commissioning activities, and startup procedures.
- Provide technical oversight for maintenance activities involving pumps, motors, variable frequency drives (VFDs), instrumentation, controls, electrical systems, valves, pipelines, reservoirs, and facility infrastructure.

- Evaluate equipment performance and recommend equipment upgrades, replacements, rehabilitation projects, and capital improvements.
- Assist Engineering staff with design review, constructability review, startup planning, commissioning, testing, and acceptance of capital improvement projects.
- Review plans, specifications, submittals, operating manuals, maintenance requirements, and contractor work products.
- Develop, review, implement, and maintain Standard Operating Procedures (SOPs), maintenance procedures, preventive maintenance standards, and best practices.
- Coordinate and oversee contractors engaged in maintenance, repair, installation, rehabilitation, or construction activities.
- Perform advanced operational analysis utilizing SCADA, telemetry systems, equipment diagnostics, maintenance data, and operational trends.
- Assist with pressure zone management, reservoir operations, storage management, pump station optimization, and distribution system reliability efforts.
- Develop maintenance schedules, equipment standards, and asset management strategies.
- Identify opportunities to improve efficiency, safety, reliability, maintainability, and operational performance.
- Provide advanced technical training, mentoring, coaching, and knowledge transfer to Facilities Maintenance Technicians I, II, and III.
- Participate in budget planning by identifying equipment replacement needs, maintenance priorities, and long-term facility requirements.
- Maintain detailed maintenance, operational, project, and asset records utilizing CMMS, SCADA, and other District systems.
- Lead or participate in emergency response efforts related to equipment failures, facility outages, natural disasters, distribution emergencies, and operational incidents.
- Ensure compliance with District safety programs and all applicable local, state, and federal regulations.
- Perform related duties as assigned.

Minimum Qualifications

Knowledge of:

- Advanced principles, practices, methods, and techniques of maintaining water treatment facilities, transmission systems, reservoirs, storage facilities, pump stations, and related infrastructure.
- Advanced mechanical, electrical, instrumentation, controls, and automation systems.
- SCADA systems, telemetry systems, process monitoring systems, and operational analytics.
- Asset management, reliability-centered maintenance, predictive maintenance, and lifecycle management principles.
- Industrial electrical systems, motor controls, VFDs, instrumentation, and control systems.
- Welding, fabrication, machining, and precision maintenance techniques.
- Hydraulic principles, pressure zone operations, storage operations, and water distribution systems.
- Regulatory requirements applicable to water treatment, storage, pumping, and distribution systems.
- Capital improvement project planning, construction, commissioning, and startup practices.
- Contract administration and contractor oversight principles.
- District safety programs, OSHA regulations, and industry best practices.

Ability to:

- Serve as a subject matter expert in mechanical, electrical, instrumentation, and control systems.
- Independently diagnose and resolve highly complex operational and maintenance issues.
- Conduct root cause analysis and implement long-term corrective solutions.
- Interpret engineering plans, specifications, electrical diagrams, controls drawings, and technical documents.
- Analyze SCADA data, maintenance records, asset history, and operational information to support decision-making.
- Lead complex projects involving multiple trades, contractors, and operational groups.
- Develop maintenance procedures, standards, and technical documentation.
- Facilitate training and mentoring programs for maintenance personnel.
- Evaluate emerging technologies and recommend operational and maintenance improvements.
- Effectively communicate technical information verbally and in writing.
- Build and maintain effective working relationships with employees, contractors, engineers, consultants, vendors, regulatory agencies, and the public.

Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education:

Equivalent to graduation from high school.

Additional technical, vocational, college-level, manufacturer-sponsored, or industry training in mechanical maintenance, electrical systems, instrumentation, controls, automation, asset management, project management, or related fields is highly desirable.

Experience:

Six (6) years of progressively responsible experience in facilities maintenance, water treatment, water distribution, pump station operations, industrial maintenance, mechanical maintenance, electrical maintenance, instrumentation, controls, or related utility operations, including at least two (2) years performing duties equivalent to a Facilities Maintenance Technician III.

Demonstrated ability to function as a senior technical resource, lead major maintenance projects, solve complex operational and maintenance problems, and provide technical leadership to maintenance personnel.

License or Certificate:

- Possession of a valid California Class C Driver License.
- Possession of a Grade D4 Water Distribution Operator Certificate issued by the State Water Resources Control Board.
- Possession of a Grade T2 Water Treatment Operator Certificate issued by the State Water Resources Control Board.
- Possession of or ability to obtain additional District-required certifications applicable to the position.
- Required participation in standby and emergency response assignments.

Physical Capabilities

The physical demands described here 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 functions.

<i>Physical Requirements</i>	<i>Rarely (0-12%)</i>	<i>Occasionally (12-33%)</i>	<i>Frequently (34-66%)</i>	<i>Regularly (67-100%)</i>
Seeing				✓
Hearing				✓
Standing/Walking			✓	
Climbing/Stooping/Kneeling		✓		
Lifting/Pulling/Pushing			✓	
Approximate Maximum Weight to Lift			75 Pounds	
Fingering/Grasping/Feeling				✓
Describe Working Conditions	Approximately 40 percent indoors and 60 percent outdoors. Work may be performed in treatment facilities, pump stations, reservoirs, storage facilities, maintenance shops, District buildings, construction sites, and other indoor and outdoor environments exposed to varying weather conditions.			