

EBID

Temporary Ditchrider

Department: Operations
Classification: Full-Time/Temporary
Starting Wage: \$10.50
Established Date: 07/01/1982
Revision Date: 03/15/2018
Page 1 of 2

JOB SUMMARY:

Responsible for the distribution and patrol of irrigation water to farms within the District during Irrigation Season. After the Irrigation Season the Ditchrider may work in other departments throughout the District based on workload and projects. Work schedule will be set based on needs of the District.

ESSENTIAL DUTIES:

1. Insure prompt and adequate delivery of irrigation water to constituents within the unit assigned.
2. Prepares water charges for all scheduled irrigation's within the unit.
3. Contacts the farmers and/or irrigators of water delivery schedule and informs the relief person of the scheduled irrigations.
4. Reports all irrigation on and off's, wastewater, and Arroyo runs that occur during the shift to the appropriate department.
5. Report any known maintenance problems on the unit canals, laterals or drains (i.e., gopher holes, rain erosion, etc.).
6. Meters canals, laterals, farm ditches and farm irrigation wells as required.
7. Works with members and/or irrigators on water delivery and/or charges.
8. Patrols and remains within the designated Unit during scheduled shift.
9. Responsible for removing debris, weeds, etc. from canals and culverts.
10. Responsible for keeping checks locked on all laterals and canals within the Unit at all times.
11. Responsible for ensuring unit vehicle is properly maintained including pre-trip inspections and mileage sheets.
12. Complies with District Safety Program.
13. Assists in performing assigned maintenance tasks within the District during the Maintenance Season.
14. Responsible for knowing and abiding by all department and District policies and procedures.
15. Attendance during scheduled shift.
16. Contributes to team effort by accomplishing related tasks as assigned.
17. Performs other duties as assigned.

QUALIFICATIONS:

High school diploma or equivalent. Experience in farming, farm irrigation and construction work. Bilingual (English/Spanish) is preferred to assist members of the District. Basic computer knowledge is required.

Education/Experience substitution: A combination of education, training and experience may be applied.

Licenses/Certifications: Must have a valid driver's license and be insurable.

Other: Must pass post-offer, pre-employment drug screen, medical exam and motor vehicle report in compliance with District insurance guidelines.

KNOWLEDGE/SKILLS/ABILITIES:

Must have knowledge of general office practices and procedures; must have the ability to communicate in English verbally and in writing; basic arithmetic; general office equipment and computer literacy; be able to identify issues with the canals and movement of water; ability to multi-task and work under stress during differing shifts; work in differing weather conditions; ability to exercise independent judgment, understand and respond to questions from the members of the District; maintain accurate records; demonstrate attention to detail; understand and follow broad or complex instructions; use initiative and independent judgment while recognizing when to refer matters to the attention of Management; maintain effective and cooperative working relationships with others.

EBID**Temporary Ditchrider**

Department: Operations
 Classification: Full-Time/Temporary
 Starting Wage: \$10.50
 Established Date: 07/01/1982
 Revision Date: 03/15/2018
Page 2 of 2

PHYSICAL DEMANDS:

The employee must be able to move about the work environment; will be required to drive throughout the District; must have the ability to frequently move or re-position up to 50 pounds of materials or objects. Essential duties are performed outdoors variable temperature conditions; work surface can be uneven, weather can be a condition of working environment.

This organization reserves the right to change job duties and a responsibility as need arises. This job description does not constitute a written or implied contract of employment.

FREQUENCY:	NEVER	= 0%
	RARELY	= 10%
	OCCASIONALLY	= 33%
	FREQUENTLY	= 34-66%
	CONTINUOUSLY	= 67+%

LIFTING:

WEIGHT	FREQUENCY	OBJECT
1-10 lbs.	Continuously	Paper, folders and books
11-20 lbs.	Frequently	Jack Lift, weeds, paper, tools, miscellaneous objects from canal
21-50 lbs.	Frequently	Jack Lift, weeds, paper, tools and miscellaneous objects
51-70 lbs.	Occasionally	Jack lift with gate, pulling weeds, construction supplies.

CARRYING:

WEIGHT	FREQUENCY	OBJECT
1-10 lbs.	Continuously	Paper, folders and books
11-20 lbs.	Frequently	Jack Lift, weeds, paper, tools, miscellaneous objects from canal
21-50 lbs.	Frequently	Jack Lift, weeds, paper, tools and miscellaneous objects
51-70 lbs.	Occasionally	Lumber, tools and equipment, cement, pipe.

Bending:	Frequently	Squatting:	Frequently
Kneeling:	Occasionally	Crawling:	Rarely
Climbing:	Frequently	Reaching:	Continuously
Grasping:	Continuously	Sitting:	Continuously
Fine Manipulation:	Frequently		

Applicant Declaration:

I have read the qualifications and requirements of the position of Temporary Ditchrider. To the best of my knowledge, I can perform these duties with or without accommodation.

NAME: _____ **DATE:** _____