

## DEPARTMENT OF RESOURCE SERVICES AND DEVELOPMENT

**Employee:** \_\_\_\_\_

**Division/Section:** Watermaster, Pendleton Office

**Position Title:** Hydrographics Technician

**Job Series: Salary Range:** Range 20

**Union Covered: YES BOLI Exempt:** No

### GENERAL DESCRIPTION OF POSITION

Collect and compile hydrological data by performing flow measurements of canals, streams, rivers and wells utilizing complex instruments. Administers Oregon water laws and provides assistance to the public on water related matters. This position is funded by Bureau of Reclamation through Umatilla County. The position is dependent upon this continuing funding source.

### SUPERVISORY RELATIONSHIPS

The position is supervised by the Oregon Water Resources Department (OWRD). Works with other county and state employees to accomplish the mission under the direction and authority of the OWRD Region Manager. Daily activities are coordinated by the Umatilla River Coordinator.

### PRINCIPAL DUTIES OF POSITION

1. Research and interpret water rights; court decrees; well logs; Oregon Revised Statutes; Oregon Administrative Rules; legal descriptions for ownership records; and historical hydrologic data for public, private agencies, water users and governmental groups such as tribal, local, state and federal agencies to facilitate water resource management activities in Watermaster District 5 to assure compliance with Oregon State water law.
2. Perform field flow measurements (wading, cable way, bridge crane) of waterways including streams, rivers, irrigation canals and ditches, utilizing hydrologic data instruments such as, but not limited to, AA Price or Pygmy Current meters to calculate the amount of water and to establish the relationship between flow elevation and quantity.
3. Conduct maintenance and operation of waterway gaging stations. Examine, record and enter electronic and manual gaging equipment data to provide a continuous record of water availability at specific sites for daily and emergency management and distribution of water resources.
4. Utilize flow measurements and gaging station data to determine water availability for development and promotion of water management actions.

5. Resolve problems associated with water distribution including doing regulation, dam safety and well construction sometimes under emergency, hostile and/or dangerous conditions.
6. Interact with and inform agencies, groups and individuals in a public forum, to promote public relations and beneficial water management practices using Oregon Revised Statutes and WRD policies and programs.
7. Work is performed in accordance with the Umatilla and McKay Water Management Plan. Weekend work is required.
8. Daily document activities and violations observed in the field to assure compliance with Oregon State Water Laws.
9. Testify during legal proceedings in support of enforcement or other water related issues.
10. Conduct water development loan, dam safety, and well construction inspections.
11. Conduct surveys of surface and groundwater measurement devices to monitor water use and availability. Enforce appropriate state statutes to ensure compliance.
12. Compile and organize data in report form for the public and/or governmental agencies including monthly accumulation and water use reports to Umatilla and McKay Creek water users. Prepare and update spreadsheets for hydrographic records.
13. Assist in updating and development of water management plans.
14. Maintain and monitor precipitation gaging stations to determine annual rainfall at each location.
15. Maintain and update records of water rights and well logs.
16. Select sites, assist in and supervise the construction of head gates, flow meters and measurement devices.

#### OTHER DUTIES OF POSITION

1. Other necessary duties as assigned by the OWRD Region Manager.
2. Keep an updated hydrographic record within the Bureau of Reclamation's Hydromet System.

## REQUIREMENTS FOR POSITION

1. High school diploma
2. Necessary education skills and/or training to complete the job.
3. Valid Oregon driver license
4. Reliable telephone
5. Ability to work in inclement weather and carry up to 75 pounds a short distance
6. Pass a drug screen test and criminal background check.
7. Skill in occasionally dealing with emotionally charged individuals.
8. Basic computer skills with word processors and spreadsheets is necessary. Experience with Word Perfect and Quattro-Pro is helpful.
9. Excellent written and verbal communication skills.
10. Ability to work independently with minimal supervision.
11. Good interpersonal skills and the ability to work as a team player.
12. Basic understanding of legal property description and the ability to read maps.
13. Ability to conduct oneself in a way that shows respect for clients and their property.

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Name