

WASTEWATER TREATMENT PLANT SUPERINTENDENT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for functioning as a second level supervisor and operating a Type 3 wastewater treatment plant, having a point score of 56-75*, with facilities for any biological, physical or chemical treatment process other than activated sludge and the stabilization or oxidation pond processes. Additionally, the work may involve responsibility for the operation and maintenance of a wastewater collection system. The work is carried out in accordance with established procedures and involves the efficient operation and maintenance of the facility. The incumbent functions as the head of the plant. The class differs from that of Senior Wastewater Treatment Plant Operator Type 3 Plant in that this is a second level supervisory position, the incumbent possesses at least a Grade 3 Wastewater Treatment Plant Operator Certificate and functions as an "Operator" pursuant to the Rules and Regulations of the New York State Department of Environmental Conservation. Work is performed under the general direction of a municipal board or official. Supervision is exercised over the work of subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Oversees and has responsible charge of the overall operation of the plant;

Prepares and administers the departmental budget;

Maintains cooperative contact with other municipalities, the County Health Department, the Department of Environmental Conservation and other agencies and professionals in the field in complying with various requirements;

Incumbents supervise and participate in the following:

Starts and stops pumps, motors, air compressors and related machinery and equipment;

Makes repairs to machinery and equipment;

Records readings from meters and gauges;

Treats and disposes of sludge;

Adds chlorine to wastewater;

Takes samples of wastewater for testing;

Makes necessary tests for control of plant operation;

Assists in the training of new employees;

Wastewater Treatment Plant Superintendent

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Supervises the work of subordinate employees;

Keeps a log of plant operations and related records;

Performs various grounds keeping and system maintenance duties such as those of a Water/Wastewater Maintenance Worker.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the practices used, and equipment required, in the operation and maintenance of a Type 3 wastewater treatment plant, having a point score of 56-75*, with facilities for any biological, physical or chemical treatment process other than the activated sludge and the stabilization or oxidation pond processes; working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; working knowledge of the principles and practices of supervision; skill in the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to plan and supervise the work of others; ability to read, understand and record data from gauges, scales and meters; ability to make routine laboratory and field tests for control of plant operation; ability to understand and carry out oral and written instructions; mechanical aptitude; alertness and dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Possession of a valid Grade 3 Wastewater certificate issued by the New York State Department of Environmental Conservation. Certificate qualifications shall consist of education, training and practical experience as defined in Part 650 of the Department of Environmental Conservation Regulations.
- B. Eighteen (18) months operating experience at a wastewater treatment plant with a point score of 56 or greater.

* As determined by the New York State Department of Environmental Conservation plant scoring system which is based on type and complexity of the wastewater treatment plant.

ULSTER COUNTY
7618 WSTE SUPT
(Formerly Sewage Superintendent
(Village of Saugerties)
Classification: Non-Competitive
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Adopted: July 17, 1990
Revised: February 5, 1998