

WATER/ WASTEWATER SUPERINTENDENT (LLOYD)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility as the operational head of a Type IIA Water Treatment Plant, with facilities for filtration which treats 2.5 million gallons per day or less and its distribution system, and additionally for the wastewater collection system and the reservoir system in the Town. The Incumbent provides administrative support at the town's wastewater treatment plant, but does not have operational authority. Additionally, the work may involve responsibility for the operation and maintenance of water distributions systems and wastewater collection systems. The work is carried out in accordance with established procedures and involves supervision and participation in the efficient operation and maintenance of the facilities. The incumbent functions as an "Operator" at the water treatment plant pursuant to the Rules and Regulations of the New York State Department of Health. Work is performed under the general direction of the Water/ Wastewater Administrator. Supervision is exercised over the work of subordinate employees. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical works 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 operation of the water treatment facilities, the water distribution system, the wastewater collection system, and the reservoir system;

Assists in preparing and administering 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;

Oversees staff, schedules work, assigns duties, evaluates performance, etc.;

Incumbents supervise and participate in the following:

Operates pumps, valves, motors and related machinery and equipment;

Performs maintenance work and makes minor repairs to machinery and equipment;

Records readings of meters, gauges and scales;

Regulates and adjusts chlorinators;

Washes filter beds and settling basins;

Takes samples of water for testing;

Makes necessary tests for control of plant operation;

Supervises the work of subordinate employees;

Keeps a log of plant operations and related records;

Makes inspections of the water and/ or wastewater systems including water and/ or wastewater lines, pumps, motors, engines, etc.;

Repairs, cleans, tests and installs meters including water meters;

Lubricates and maintains pumping equipment;

Maintains and repairs a variety of equipment used at water and/ or wastewater treatment plants;

Maintains buildings, well houses and pump houses and makes repairs to hydrants, gates, mains, and pumps as needed;

Installs, maintains and repairs water and wastewater lines, pump stations, force mains, water service lines and water meters;

Supervises a crew in maintenance and repair operations including installation of water service lines and water meters, cleaning of wastewater lines and related work which often involves the use of equipment to open and close road surfaces;

Maintains grounds, mows, rakes, removes snow and ice, etc.;

May operate motorized equipment in laying or maintaining water and wastewater pipe;

May operate an electric finder to locate water mains;

Operates tapping equipment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES. AND PERSONAL CHARACTERISTICS: Thorough knowledge of the practices used and equipment required in the operation and maintenance of a Type A water treatment plant; thorough knowledge of materials, practices, tools and terminology required for the construction and maintenance of wastewater and water systems; working knowledge of the principles and applications of physics, chemistry and bacteriology as applied to water purification; skill in the maintenance and repair of water, wastewater and related equipment; 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:

Water/ Wastewater Superintendent (Lloyd)

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- A. Possession of a valid Grade IIA Water Treatment Certificate. Certificate qualifications shall consist of education, training and practical experience as defined in Subpart 5-4 of the New York State Sanitary Code; **AND**
- B. Eighteen (18) months of experience in the operation and maintenance of a water treatment plant with facilities for filtration; **AND**
- C. Three (3) years of experience in construction, public works maintenance, or plumbing work.

ULSTER COUNTY
7641 W/W SUP LL
(Formerly Water/Sewage Superintendent (Lloyd))
Classification: Competitive
OA

Adopted: July 17,1990
Revised: February 4, 1998