

WATER/ WASTEWATER SUPERINTENDENT (WAWARSING)
(Hamlet of Napanoch)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility as a supervisory operator and as the head of a Type IIB Water/Wastewater Treatment Plant, without facilities for filtration which treats 2.5 million gallons per day or less, and serves more than 1000 people. Additionally, the work involves the responsibility for the operation and maintenance of water distribution systems. The work is carried out in accordance with established procedures and involves supervision and participation in the efficient operation and maintenance of the facility. The class differs from that of Water/Wastewater Treatment Plant Operator Type IIB in that this is a first level supervisory position having greater authority and broader responsibility. The incumbent may function as an “operator” pursuant to the Rules and Regulations of the New York State Department of Health. Work is performed under the general direction of a municipal board or official. Supervision may be 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 water and wastewater treatment facilities;

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:

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

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

Regulates and adjusts chlorinators;

Operates sludge drying facilities such as belt presses;

Washes filter beds and settling basins;

Adds chlorine to water/wastewater;

Takes samples of water/wastewater for testing;

Makes necessary tests for control of plant operation;

Records readings from meters and gauges;

Treats and disposes of sludge;

Supervises the work of subordinate employees;

Assists in the training of new 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 IIB water treatment plant; good knowledge of the practices used and equipment required in the operation and maintenance of a Type 2A water/wastewater treatment plant, having a point score of 31-55*, with facilities for any biological, physical or chemical treatment process other than activated sludge and the stabilization or oxidation pond process; 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 applications of physics, chemistry and bacteriology as applied to water purification; 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: Graduation from high school or possession of a high school equivalency diploma and one (1) year of experience in the operation of a water and/or wastewater treatment plant.

Special Requirement: Possession of a Grade IIB or higher level Water Treatment Plant Operator Certificate as well as possession of a Grade D certificate issued by the New York State Department of Health is required at the time of appointment. Additionally, possession of a Class "B" CDL drivers license is required at the time of appointment.

*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
7848 W/W SUP WA
Classification: Competitive
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Adopted: March 13, 2003