

## WATER/ WASTEWATER SUPERINTENDENT (WOODSTOCK)

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility as a supervisory operator and as the head of a Type IIB Water Treatment Plant, without facilities for filtration which treats 2.5 million gallons per day or less, and serves more than 1000 people, a Type 3A Wastewater Treatment Plant having a point score of 56-75\*, with facilities for the activated sludge process, or any similar process, including all modifications and a Type 1 Wastewater Treatment Plant having a point score of 30 points or less\*, with facilities for any biological, physical or chemical treatment process other than the activated sludge and the stabilization or oxidation pond processes. 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 class differs from that of Water/ Wastewater Treatment Plant Operator Type IIB Water and Type 3A and 1 Wastewater Plants in that this is a first level supervisory position having greater authority and broader responsibility. The incumbent possesses at least a Grade IIB Water Treatment Plant Operator Certificate and may function as an "Operator" in the water treatment plant pursuant to the Rules and Regulations of the New York State Department of Health, and, in addition, possesses at least a Grade 3A Wastewater Treatment Plant Operator Certificate and may function as an "Operator" in the wastewater treatment plants pursuant to the Rules and Regulations of the New York State Department of Environmental Conservation. Work is performed under the general supervision 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.

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;

Washes filter beds and settling basins;

Takes samples of water for testing;

Makes necessary tests for control of plant operation;

Records readings from meters and gauges;

Treats and disposes of sludge;

Adds chlorine to wastewater;

Takes samples of wastewater for testing;

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 3A wastewater treatment plant having a point score of 56-75\*, with facilities for the activated sludge process, or any similar process, including all modifications; good knowledge of the practices used and equipment required in the operation and maintenance of a Type 1 wastewater treatment plant having a point score of 30 points or less\*, 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 applications of physics, chemistry and bacteriology as applied to water purification; 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 IIB 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.
- B. Eighteen (18) months operating experience at a Type IIB or higher level water treatment plant;
- C. Possession of a valid Grade 3A Wastewater Certificate issued by the New York State Department of Environmental Conservation. Certificate qualification shall consist of education, training and practical experience as defined in Part 650 of the Department of Environmental Conservation Regulations.
- D. Eighteen (18) months operating experience at a wastewater treatment plant having a point score of 56 or greater, with facilities for the activated sludge process.

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

ULSTER COUNTY  
7843 W/W SUP WD  
(Formerly Water/ Sewage Superintendent (Woodstock))  
Classification: Competitive  
OA

Adopted: July 17, 1990  
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