

WATER QUALITY ANALYST

DISTINGUISHING FEATURES OF THE CLASS: Under the supervision of the Chief Water Treatment Plant Operator, the incumbent is responsible for performing laboratory work such as physical, chemical and bacteriological procedures on raw and finished water of the Water Treatment Plant to meet the necessary standards set by New York State Department of Health and United States Environmental Protection Agency. The incumbent performs water chemistry analyses to ensure proper levels of water chemistry and related activities. This employee is also responsible for maintaining lab records, compiling data, and preparing and presenting analytical reports. Supervision is not a responsibility of this position although there may be oversight of Water Treatment Plant Operators as it relates to water collection and sampling for analysis. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Performs chemical, physical and bacteriological procedures on raw and finished water, to determine quality and maintain standards;

Oversees quality control of laboratory methods and techniques of all plant personnel;

Reviews all data and develops data analysis protocol;

Maintains New York State Department of Health certification program necessary for microbiological analysis and any other potential analysis;

Reviews process dosage rates with Chief Water Treatment Plant Operator on a regular basis through JAR testing;

Maintains all SDS (Safety Data Sheet) and safety requirements of the laboratory;

Maintains records of quality analysis and quality control and testing;

Oversees special sampling throughout water systems;

Coordinates source water monitoring and reservoir management with Chief Water Treatment Plant Operator;

Coordinates all service and maintenance of laboratory and plant process instrumentation;

Compiles data and maintains laboratory records;

Maintains lab and process instrumentation inventory;

Assists in preparation and writing of reports;

Compiles and analyzes data to ensure proper plant operation (process control);

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of modern laboratory techniques, equipment, terminology and safety precautions used in the analysis of water; thorough knowledge of the principles of bacteriology; biology and chemistry as they relate to water treatment; good knowledge of sampling techniques; ability to make accurate observations and records of test results; ability to understand and carry out complex technical directions; skill in the operation, use and care of laboratory equipment and apparatus; ability to perform complex calculations; ability to communicate clearly and effectively both orally and in writing; ability to follow and convey complex technical instructions; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; accuracy; thoroughness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a Bachelor's Degree* in Chemistry, Biology, Microbiology, Environmental Science or a related field.

*SPECIAL NOTE: Education beyond the secondary level must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

Towns, Villages, Special Districts,
Cities of Rye and Peekskill
J.C.: Competitive
JZH1
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Job Class Code: 1027