

WATER WORKS SUPERINTENDENT GRADE II

GENERAL STATEMENT OF DUTIES: Directs the overall operation of a moderate size water works system; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the administrative direction of the Water Commission or other governing body, an incumbent of this class is responsible for directing the overall operation of a moderate size water works system. This position is distinguished from a Water Works Superintendent, Grade III, in that the Water Works Superintendent, Grade II, is responsible for a larger plant and, therefore, exercises greater responsibility. Immediate supervision is exercised over all activities of the department.

EXAMPLES OF WORK: (Illustrative Only)

Maintains and operates complete water system including pumping station and treatment plant;

Oversees the clerical and business management activities of the Water Department;

Supervises installation of water mains and service;

Makes simple water analyses to determine treatment;

Investigates major complaints regarding the operation of the department;

Plans for future water supply, taking into consideration population increases, industrial conditions, and fire protection;

Makes up cost data;

Conducts water waste surveys;

Coordinates Water Department activities with the work of other public works bureaus, departments and outside agencies;

Supervise all subordinate personnel.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, practices, tools, equipment and terminology used in the operation, maintenance and repair of a water supply system; good knowledge of the principles of water treatment; good knowledge of the principles of administration; ability to plan and supervise the work of others; ability to handle official and public relations; initiative and resourcefulness; good judgment; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and either (a) a Bachelor's Degree in Engineering and one (1) year of responsible experience in a supervisory capacity, in the operation, maintenance, design or repair of water works facilities; or (b) five (5) years of experience in one or more of the areas described under (a), one year of which shall have been in a supervisory capacity; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENTS FOR APPOINTMENT: Possession of an appropriate Water Treatment Plant Operator's Certificate issued under the provisions of the New York State Sanitary Code is required if the Superintendent is the responsible operator of the water treatment facilities.

Jurisdiction

Facility Type

Hawthorne Improvement District
Mt. Pleasant (Town of)

2B
2A

Towns, Village
Cities of Rye & Peekskill,
Special Districts
J. C.: Competitive

Job Class Code: 0602