

SUPERINTENDENT OF WATER

Distinguishing Features of the Class: The position involves responsibility for maintaining a continuous supply of potable water to residents and businesses. Has the primary responsibility for the operation and maintenance of the water distribution system. An employee in this class supervises and participates in the construction, repair and maintenance of a water distribution system and has administrative supervision of the business functions of the department. The work is performed under general administrative direction with wide leeway for planning, directing and coordinating the work of the department. Supervision may be exercised over subordinate employees. Does related work as required.

Typical Work Activities:

- Oversees and participates in the repair of water mains, hydrants, meters and service lines to consumers' premises;
- May inspect water works construction projects;
- Supervises and participates in the installation, testing, reading and repairing of water meters;
- May operate construction equipment;
- Oversees and performs hydrant flushing on a periodic basis;
- Investigates complaints and maintains proper customer relations;
- Maintains records and prepares reports.

Full Performance Knowledges, Skills, Abilities and Personal Characteristics:

- Good knowledge of the principles of hydraulics as related to water distribution systems;
- Good knowledge of the tools, equipment and terminology employed in water supply and distribution systems;
- Ability to read meters and make simple computations;
- Ability to read blueprints;
- Ability to plan and supervise the work of subordinates;
- Ability to follow oral and written directions;
- 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 operating experience of a water distribution system and one year of general business or government experience.

SPECIAL REQUIREMENT:

Possession of an appropriate current license or Operator certificate for appointing municipality issued by the New York State Department of Health at the time of appointment.

(Chapter I State Sanitary Code Subpart 5-4, Classification and Certification of Community and Nontransient Noncommunity Water System Operators, Statutory Authority: Public Health Law §225)

09/25/1981
03/26/1996
02/16/2010

CLASS: NON-COMPETITIVE – approved State Civil Service Commission 4/21/1975