

PLANT SUPERINTENDENT - YONKERS

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, the incumbent is responsible for directing the overall administration, operation and maintenance of the Yonkers Wastewater Treatment Plant, a large, technologically complex, Grade 4A secondary wastewater treatment plant. This position differs from the Plant Superintendent in three areas: the complexity of the plant; the volume of wastewater treated, in excess of 90 million gallons per day; and the number of persons supervised, more than 90. The Plant Superintendent - Yonkers works with considerable independence in accordance with departmental goals, operating procedures and environmental standards. Supervision is exercised over professionals, operators, maintenance, and laboratory personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises the operation of the Yonkers Wastewater Treatment Plant treating more than 90 million gallons per day, to assure the most efficient and economical use of equipment, supplies and manpower;

Performs daily inspections of the facility and equipment to insure the proper functioning of the process;

Supervises necessary process control tests for meeting the plant's discharge permit;

Supervises, instructs and participates in the selection of personnel including supervising plant operators, operators, mechanics, trainees and other subordinates;

Evaluates employees for increment denial or approval, promotions, disciplinary procedures, etc., and conducts discussions with employees;

Implements changes required to meet the provisions of the discharge permit;

Supervises the treatment and disposal of sludge;

Supervises the maintenance and repair of equipment;

Assigns plant personnel to shifts;

Assists in the preparation of the plant budget, recommending improvements, renovation, etc., and oversees preparation of requisitions for operating and maintenance materials and monetary allocations;

Participates in planning and directing on-going studies, maintains records and prepares routine and special reports relating to the operation of the plant;

Plans and directs the work of all laboratory personnel;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

Develops performance standards and necessary control systems for each operation measured;

Maintains liaison with outside contractors and service organizations;

Develops realistic project schedules and monitors their progress to completion;

Consults with contractors assisting in the design and development of specifications for all renovations and new construction to County owned and leased district buildings;

Receives complaints and interacts with the public to ameliorate conditions;

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

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of the practices used and equipment required in the operation and maintenance of a Grade 4A secondary wastewater treatment plant with facilities for sludge thickening, sludge dewatering, sludge digestion, sludge incineration and sludge disposal; good knowledge of the operations of a modern wastewater treatment plant; good knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; ability to supervise the operation and maintenance of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; mechanical aptitude; alertness and dependability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of an equivalency diploma and possession of a Certificate as a Grade 4A Wastewater Treatment Plant Operator issued by the New York State Department of Environmental Conservation at time of appointment which must also be maintained during course of employment and either: (a) a Bachelor's Degree* in Environmental Science, Civil Engineering, Sanitary Engineering, Mechanical Engineering, Chemical Engineering, Chemistry or Biology and five years experience in the operation of a Grade 4A wastewater treatment plant including or supplemented by two years of supervisory experience in a wastewater treatment plant; or (b) an Associate's Degree* in the fields stated above and seven years experience as stated in (a), including or supplemented by two years of supervisory experience in a wastewater treatment plant; or (c) nine years of experience as stated in (a) including or supplemented by two years of supervisory experience in a wastewater treatment plant.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

SUBSTITUTION: Satisfactory completion of 30 credits toward a Masters Degree* in the fields of study as stated in (a) may be substituted on a year for year basis for up to two years of the operations experience. There is no substitution for the two years of supervisory experience.

SPECIAL REQUIREMENT: Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.

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J. C.: Competitive
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Job Class Code: C2560
Job Group: XIV