

## SUPERVISING PLANT OPERATOR (WATER)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, the incumbent is responsible for the efficient operation, maintenance and repair of a Type IB (more than 2.5 mgd) and IIB (less than 2.5 mgd) Water Treatment Plant containing facilities for chlorination as well as distribution. An incumbent plans and gives direct supervision to a wide variety of operation, maintenance and repair staff. Work is performed with considerable independence in accordance with operating procedures, departmental goals and environmental standards. An incumbent is fully proficient in the skills and practices of the trade, with full knowledge of the principles, tools and techniques. The Supervising Plant Operator supervises at least one Water Treatment Plant Operator - IIB and may supervise a number of operators and mechanics. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Supervises and performs procedures necessary for the operation of the plant to ensure the most efficient operation and compliance with New York State Sanitary Code;

Supervises and instructs operators, trainees and other subordinate employees;

Conducts periodic examination of plant equipment and recommends necessary repair and maintenance;

Advises the Water District Superintendent of the need for new equipment and/or major repairs;

Supervises and conducts special studies for improvement of water quality and plant operation;

Maintains records and prepares periodic reports on the operation of the plant;

Keeps time records of employees and prepares work schedules;

Supervises the installation, maintenance, inspection and repair of a water distribution system including water mains, service connections, valves, hydrants, and related facilities; available for emergency work as needed;

Monitors treatment facilities, pumping operation and distribution system noting areas where repair, replacement or improvement are needed and recommends appropriate action to the Water District Superintendent;

Investigates complaints regarding the operation of the districts and responds or refers as appropriate;

Monitors and reviews water pumping and consumption data as well as water testing, analyzes data and submits reports to appropriate parties;

Prepares budget requests for equipment and submits to the Water District Superintendent

EXAMPLES OF WORK: (Continued)

Monitors and reviews water pumping and consumption data as well as water testing, analyzes data and submits reports to appropriate parties;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail 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 water treatment plant with facilities for the application of corrosion and pH control as well as chlorine; good knowledge of the principles and application of physics, chemistry and bacteriology as they relate to water purification; ability to operate and repair pumps, valves, and related mechanical and electrical equipment; ability to learn the principles and practices of Ultra Violet (UV) water treatment; ability to lay out, plan and direct the work of others; ability to carry out oral and written instructions and to read diagrams, sketches or rough drawings; ability to work well with others; 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; good judgment in plant operation matters; resourcefulness in evaluating various situations and adopting an effective course of action; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a Grade IIB (or higher) Certification as a Water Treatment Plant Operator and Grade D certificate issued by the New York State Department of Health under Part 5 of the State Sanitary Code and high school, trade school or equivalency diploma and five years of experience (pre or post certification) where the primary function of the position was in the operation and maintenance of a water treatment plant, two years of which must have been in the operation of a Water Treatment Plant.

\*\*SPECIAL REQUIREMENTS:

1. Possession of a valid Grade IIB and Grade D certificates in the State of New York will be required at time of appointment and maintain same while in the title.
2. Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment and maintain same while in the title.
3. Depending on work location, 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.

West. Co.  
J. C.: Competitive  
SAS5

Job Class Code: C2669  
Job Group: X