

DEPARTMENT: WATER
CLASSIFICATION: COMPETITIVE
APPROVED: JANUARY 7, 2013

FLSA Status: Exempt/Administrative 1/4/2010

SUPERVISOR OF WATER MAINTENANCE (PLANT)

DISTINGUISHING FEATURES OF THE CLASS: Supervises the maintenance and repair of the County water treatment plant. Works under the general direction of the Chief Water Treatment Plant Operator who reviews reports for compliance. The incumbent supervises, directs and assigns work to water treatment plant maintenance staff and inspects progress and completion of tasks. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Supervises the maintenance and repair of water treatment plant;
2. Supervises the investigation of and the repair of leaks;
3. Maintains records of repairs, replacements, preventative maintenance, testing progress and inspection schedules;
4. Directs the repair of meters, recording instruments and gauges;
5. Supervises repair operations of pipelines, valves, fixtures, meters, and the like;
6. Maintains records of materials, tools and equipment;
7. Collaborates with and reports to the Chief Water Treatment Plant Operator;
8. Reviews job reports from previous day;
9. Requisitions parts and supplies to maintain inventory;
10. Supervises work assigned for the day and lays out work scheduled for the next day.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the common practices, tools, terminology and principles involved in the maintenance and repair of a County water treatment plant and distribution system; good knowledge of the principles and practices involved in water treatment plant and distribution systems; ability to plan, organize and direct the work of others; ability to secure the cooperation of subordinates; mechanical aptitude; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

PROMOTIONAL: Two (2) years of permanent competitive status as a Water Treatment Plant Operator Grade IIA in the Niagara County Water District immediately preceding the date of exam.

OPEN COMPETITIVE: Graduation from high school or possession of an equivalency diploma and five (5) years of full-time paid experience working as a plumber, pipe fitter, etc., with familiarity in plant maintenance. One (1) year of this experience must have involved supervisory duties.

SPECIAL REQUIREMENTS:

1. In order to receive a temporary, provisional, or permanent appointment, candidates must undergo and pass a physical/fit test required under 29 CFR 1910 of the Occupational Safety & Health Administration Labor Code of Federal Regulations;
2. Possession of a New York State Grade IIA Water Treatment Plant Operator Certificate or equivalent.