

**DEPARTMENT:** NIAGARA COUNTY WATER DISTRICT  
**CLASSIFICATION:** NON-COMPETITIVE/PENDING  
**APPROVED:** MARCH 12, 2026

**WATER MAINTENANCE PERSON II - NCWD**

**DISTINGUISHING FEATURES OF THE CLASS:** This class is responsible for performing more complex duties and overseeing the work of Water Maintenance Persons in the Niagara County Water District (NCWD). In addition to overseeing the work of others, the employee performs all of the duties of the lower-level title, including performing semi-skilled plumbing and related manual work in the maintenance, repair and extension of the NCWD's county-wide water transmission system. Employees perform routine bacteriological testing in the field as well as record-keeping of all valves, pumps, and chemicals that are in the NCWD transmission system. The work is distinguished from municipal water maintenance personnel by the scale, operating pressures, systems criticality, and regional service impact of the infrastructure involved. The work is performed under general supervision with leeway allowed for the exercise of independent judgment based on visual analysis and results. First-line supervision is not a function of the job. The incumbent may assist and oversee municipal water maintenance personnel in the Towns when the NCWD is called upon for technical expertise from local municipal member water departments of the NCWD. The incumbent may act in place of a superior when assigned. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Performs all of the work activities of Water Transmission Maintenance Person I in addition to the following;
2. Provides daily technical direction to water maintenance personnel, including assignment and oversight of work;
3. Collaborates with outside engineers, consultants, and private contractors engaged in construction, maintenance, repair, or improvement of the District's water transmission infrastructure, ensuring compliance with specifications, safety requirements, and operational standards;
4. Acts as field liaison and on-site representative of the District during transmission system projects performed by third-party contractors, including inspection, coordination of access, and resolution of operational issues;
5. Maintains and reviews employee time records, work logs, and field documentation, and performs incidental clerical tracking functions related to transmission system operations;
6. Allocates work assignments and reallocates personnel and equipment as operational needs require, including during emergency conditions or system outages;
7. Assists in the preparation of the annual operating and capital budgets by estimating labor, equipment, materials, and project-related costs for transmission system operations;
8. Performs more complex work assignments associated with the installation, maintenance, repair, and replacement of NCWD owned large-diameter, high-pressure water transmission mains and appurtenances;
9. Interprets complex maps, engineered drawings and plans to locate valves and water mains, mark and locate requests on a routine basis;
10. In the absence of the Superintendent of Water Transmission, assumes responsibility for directing transmission operations, including the use of equipment, supplies and manpower;
11. Participates in the training and development of new employees;

**CONTINUED**

## **WATER MAINTENANCE PERSON II - NCWD**

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of the methods, materials, tools, and specialized equipment used in the operation, maintenance, and repair of large-diameter, high-pressure water transmission systems, including transmission mains, valves, booster stations, and related facilities; working knowledge of applicable safety practices and state and federal drinking water regulations; skill in the inspection, troubleshooting, and repair of mechanical and hydraulic components, including pumps and control equipment; skill in the use of equipment and tools related to the construction and maintenance of water transmission systems; skill in the maintenance of automotive equipment, buildings, and grounds; ability to assign, lead, and oversee the work of others; ability to interpret maps, plans, and operational data; ability to exercise independent judgment in routine and emergency situations affecting system performance and safety; ability to perform water quality sampling and testing and to maintain accurate operational and regulatory records; ability to understand and carry out complex verbal and written instructions; ability to maintain records and logs and to prepare reports; ability to perform sustained physical labor under demanding field conditions; reliability; sound judgment; attention to detail; willingness to be called in for emergencies; willingness to work in inclement weather conditions; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

#### **PROMOTIONAL QUALIFICATIONS:**

Two (2) years of permanent non-competitive status as a Water Maintenance Person in the Niagara County Water District immediately preceding date of appointment.

#### **OPEN COMPETITIVE:**

Graduation from high school or possession of an equivalency diploma **and** three (3) years of paid experience in the construction, maintenance, or repair of water distribution or transmission systems that involved water mains, valves, or similar utility infrastructure.

#### **SPECIAL REQUIREMENTS:**

1. In order to receive a temporary, provisional, or permanent appointment, all candidates must undergo and pass a physical/fit test required under 29 CFR 1910 of the Occupational Safety and Health Administration Labor Code of Federal Regulations;
2. Possession of a valid New York State Class B - CDL license is required at time of appointment;
3. Possession of a valid New York State Class A - CDL license is required at time of appointment or within one (1) year of appointment and for the duration of employment;
4. Possession of a Grade D Water Distribution System Operator Certificate issued under provisions of the New York State Sanitary Code within two (2) years of appointment and thereafter for the duration of employment.