

Department: Towns & Villages
Classification: Non-Competitive
Grade: _____

SPEC DISK A3
DOCUMENT 35

WATER SUPERINTENDENT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for maintaining continuous supplies of potable water in a municipal water supply system. Employees in this class lead in the construction, repair and maintenance of a water distribution system. The work is performed under general direction. Supervision is exercised over the work of one or more subordinates. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Makes frequent inspection of pumping plant, equipment and reservoir in order to check operation and determine need for repairs;
Takes water samples for bacteriological and chemical analysis;
Supervises and participates in the repair of water mains, hydrants, meters and service lines to consumers' premises;
Investigates complaints regarding the operation of the department;
Occasionally purchases inexpensive repair parts and supplies;
Maintains maps, blueprints and other departmental records;
Supervises and participates in the extension and repair of water lines;
May supervise and participate in the reading of meters, preparation and collection of bills;
Makes periodic reports on all activities of the department.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the elementary principles of hydraulics as related to water distribution systems; good knowledge of the tools, equipment and terminology employed in water distribution systems; ability to read meters and make simple computations; ability to read blueprints; ability to understand and carry out oral and written directions; dependability; resourcefulness; mechanical aptitude, physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Two years of experience in the operation and maintenance of a water distribution system and meet the minimum qualifications to be eligible for the applicable water operator's *license; or
- (b) Four years of experience in the plumbing field, graduation from high school, and meet the minimum qualifications to be eligible for the applicable water operator's *license; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

*NOTE: *License is not required if a licensed operator is providing this service.*