

Department: Town of Schroon & Villages
Classification: Non-Competitive
Grade: _____

SPEC DISK A3
DOCUMENT 45

WATER AND WASTEWATER SUPERINTENDENT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the construction, operation and maintenance of the water and wastewater systems. This is an important supervisory position involving responsibility for planning and directing the activities of the water and wastewater department in accordance with the general policies outlined by the Board of Water and Wastewater Commissioners. General supervision is exercised over all activities of the department. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Plans construction and maintenance of water distribution and wastewater disposal projects;
Directs the installation, repair and maintenance of water mains, gates and valves, storm drains, sewers
Has charge of the operation of the water and wastewater disposal plants;
Supervises the maintenance and repair of fire hydrants;
Coordinates the activities of the department with the work of other village departments and agencies.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of wastewater and water system construction and maintenance practices; good knowledge of water treatment and wastewater disposal plant operation; good knowledge of the principles underlying the management of a water and wastewater department; ability to plan and supervise the work of others; good address; initiative and resourcefulness; 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 and wastewater distribution system and meet the minimum qualifications to be eligible for the applicable water and wastewater 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 and wastewater operator's *license; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

** SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATION:*

Eligibility for applicable wastewater and water treatment operator's certificate issued by the State of New York.

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