

## **ASSISTANT OPERATOR, GRADE II-A (WATER TREATMENT) AND SYSTEM SUPERVISOR I\***

**DISTINGUISHING FEATURES OF THE CLASS:** This is a supervisory and technical position assisting the Chief Operator in the responsibility for the safe, efficient operation and maintenance of both a Type A potable water treatment plant which treats over 2.5 million gallons per day as well as a water distribution system including pump stations. Supervision is exercised over a number of skilled and unskilled subordinates although hands-on assistance is expected to be provided as necessary. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Assists in the supervision of the operation of the plant and in the maintenance and extension of the water distribution system;

Makes inspections of plant and plant machinery;

Makes or supervises necessary tests for control of plant operations;

Supervises the cleaning and washing of filters;

Assists in the flushing or cleaning of both the sedimentation and clear well basins;

Collects and ships water samples for chemical analysis;

Supervises and assists in hydrant repair or replacement and service;

Performs general repairs and service on instruments and equipment such as water pumps and rate controllers;

Makes taps, replaces service pipes, and operates backhoe and jack hammer;

Supervises and assists in locating mains and service lines;

Supervises the installation, reading and repair of meters;

Maintains inventory of supplies, chemicals, tools and equipment and requisitions materials;

Maintains records and prepares periodic reports.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the practices used and equipment required in the operation and maintenance of a Type A water treatment plant; good knowledge of principles, practices, tools and terminology used in the construction and maintenance of a water distribution system; working knowledge of the principles and applications of physics, chemistry and bacteriology as they relate to water purification and distribution; ability to read plans and specifications; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; mechanical aptitude.

**MINIMUM QUALIFICATIONS:** Possession of a valid Grade II-A or higher (Water Treatment) certificate\*\* issued under the provisions of Subpart 5-4 of the New York State Sanitary Code; and one (1) year of experience in the construction or maintenance of a water distribution system.

**NOTES:** Type A potable water treatment plants have facilities for filtration.

\*\*Certificate requirements are:

1. Graduation from high school or possession of an equivalency diploma; and
2. Successful completion of appropriate level water treatment operator courses; and

(over)

3. One (1) year of acceptable operating experience at a water treatment plant with facilities for filtration.

**SPECIAL REQUIREMENTS:**

1. When required to operate a motor vehicle, possession of a valid driver's license appropriate to the kind and size of vehicle to be driven.
2. Must maintain the Grade II-A or higher (Water Treatment) certificate throughout the course of employment in this title.

\*This is retitling of Water System Supervisor I

R.C.D.P. (10.08.2015) 04.03.2019  
Competitive

06.21.2024 New York State Civil Service approved Non-competitive title in the NY HELPS Program.