

CHIEF OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This is supervisory and technical work of a complex nature involving responsibility for the safe and efficient operation and maintenance of a grade 4 wastewater treatment facility (plant point score of 76 points or greater)*. The work is performed under the general direction of the Executive Director and in accordance with Department of Environmental Conservation (DEC) regulations. An incumbent in this position is expected to work other-than-normal hours during periods of emergency. Supervision is provided to plant personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises the operation of a grade 4 wastewater plant to assure the most efficient and economical use of equipment, supplies and manpower, to assure compliance with DEC regulations;
Performs daily inspection of plant and machinery;
Oversees and may participate in wastewater and other plant testing in accordance with DEC regulations;
Oversees the maintenance and repair of machinery;
Instructs, trains and supervises employees engaged in activities related to the plant operation;
Maintains inventory of supplies, chemicals and equipment;
Requisitions materials;
Prepares bidding specifications for new machinery and equipment;
Maintains records and prepares periodic reports with respect to plant operations;
Meets with staff and other interested parties (engineers, chemist, contractors, etc.) to discuss and resolve operating problems.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices used and equipment required in the operation and maintenance of a grade 4 wastewater treatment plant*; thorough knowledge of the operation of a wastewater treatment plant; good knowledge of the principles and applications of physics, chemistry and bacteriology as applied to wastewater treatment and disposal; good knowledge of rules and regulations with respect to the operation of a grade 4 wastewater treatment plant; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to perform laboratory and field tests for control of plant operations; ability to plan, coordinate and supervise the work of others; ability to perform mechanical procedures.

MINIMUM QUALIFICATIONS: Possession of a valid Grade 4 (Wastewater) certificate issued by the New York State Department of Environmental Conservation.

NOTE: Certification qualifications shall consist of education, training and practical experience as defined in Part 650 of the Department of Environmental Conservation Regulations.

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 4 (Wastewater) certificate throughout the course of employment in this title.

(over)

*As determined by the New York State Department of Environmental Conservation plant point score system which is based on type and complexity of the wastewater treatment plant.

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Competitive

03.13.2026 New York State Civil Service approved Non-competitive title in the NY HELPS Program.