

MAINTENANCE SUPERVISOR (SEWERAGE SYSTEMS)

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory position responsible for ensuring the safe and efficient operation and maintenance of a municipal sewerage system including sewage pumping stations and, in some jurisdictions, one or more wastewater treatment facilities. The work is performed under the general direction of a higher-level supervisor or administrator. Supervision is exercised over a number of unskilled and skilled maintenance workers. This role requires flexibility to respond to emergencies, which may involve working outside of normal hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Plans, schedules and oversees all sewer system maintenance and repair projects;
Supervises and may participate in the installation, inspection and maintenance of sewer lines and the operation and maintenance of sewage pumping stations;
Ensures work complies with technical specifications, operational standards and safety regulations;
Develops, implements and promotes internal safety programs and procedures;
Participates in meetings with supervisors, engineers, contractors, staff and other interested parties to discuss and resolve operating and maintenance issues;
Develops and conducts staff training programs;
Prepares or ensures the preparation and maintenance of accurate records and reports related to operations, materials, equipment and personnel;
Provides input on personnel decisions, including hiring, promotion, discipline and performance evaluation.

FOR SEWERAGE SYSTEMS WITH TREATMENT PLANTS:

Oversees or participates in the treatment and processing of sewage;
Conducts regular inspections of treatment plants and associated equipment;
Performs or supervises tests to ensure optimal plant performance and regulatory compliance;
Directs the regulation of chlorinators, chemical feeders and other treatment equipment;
Plans and supervises the cleaning and maintenance of chemical feeding systems.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the methods, procedures, safety practices and equipment used in the installation, operation and maintenance of sanitary sewer systems, sewage pumping stations and related public works facilities; thorough knowledge of the operation and maintenance of the sewage treatment plant(s) within the system, where applicable; good knowledge of inspection practices and techniques; good knowledge of supervisory practices; working knowledge of the tools, techniques and practices of carpentry, masonry, painting and mechanics; ability to interpret routine public works engineering plans and specifications; ability to plan and supervise the work of others; ability to establish and implement training programs and work schedules; ability to understand and carry out moderately difficult oral and written directions; ability to prepare activity records and reports; skill in the operation, maintenance and repair of sewer systems and sewage pumping stations.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and five (5) years of paid work experience in the installation, operation, maintenance and/or construction of public works projects which included sewer systems, one (1) year of which included the supervision of others.

(over)

SPECIAL REQUIREMENT: Possession of a valid driver's license appropriate to the size and kind of vehicles being operated.

PROMOTION: One (1) year of permanent competitive class status as an Assistant Maintenance Supervisor (Sewerage Systems).

R.C.D.P. (04.27.2021) 03.13.2026
Competitive

04.15.2025 New York State Civil Service approved Non-competitive title in the NY HELPS Program.