

## **Herkimer County**

### **Chief Water Treatment Plant Operator**

**DISTINGUISHING FEATURES OF THE CLASS:** This is the chief administrative, supervisory and technical position of the Water Treatment Plant. The incumbent is responsible for the complete and actual safe and efficient operation and maintenance of a Water Treatment Plant containing facilities for filtration with slow sand. The Chief Operator also has the technical and administrative responsibility for the management of the City watershed area including, but not necessarily limited to, water control quality issues. In this capacity, the incumbent will take into account the needs of private land owners, state and federal regulations, local planning boards and regulatory agencies on all water quality, land use planning, storm water runoff, wetland control and other water resources management issues affecting the watershed area. General supervision is received from the board of public works with considerable leeway for the exercise of independent judgment in planning, organizing, and directing the work methods and in dealing with emergency conditions. Direct supervision is exercised over operators, trainees and maintenance workers. The Chief Water Treatment Plant Operator must possess the required certificate for a Type 1A plant which he or she supervises in accordance with the provisions of the Sanitary Code for **“Operator” in Section 5.4.2.** Does related work as required.

#### **TYPICAL WORK ACTIVITIES:**

- Supervises and directs the operation and maintenance of the water treatment plant, and pumping stations to assure the most efficient and economical use of equipment, supplies and personnel;
- Consults with private land owners and public agencies on water quality management issues;
- Makes daily inspection of facilities and equipment;
- Makes or supervises necessary tests for control of plant operation;
- Issues instructions for the regulation of chlorinators and chemical feeders;
- Schedules and supervises the cleaning of filters;
- Supervises and instructs operators, trainees and other subordinate employees;
- Conducts periodic examinations of plant equipment and directs necessary repairs and maintenance.
- Develops appropriate treatment regimens;
- Maintains inventory of supplies, chemicals and equipment;
- Requisitions materials;
- Maintains records and prepares periodic reports on the operation of the plant;
- Prepares annual operating budget estimates.

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

Thorough knowledge of the practices used and equipment required in the operation and maintenance of a Water Treatment Plant containing facilities for filtration; good knowledge of the operation of a modern water treatment plant; good knowledge of the principles and applications of physics, chemistry and bacteriology as they relate to water quality and purification; excellent oral and written communication skills; 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 operations; ability to successfully work with and serve a diverse local community, mechanical aptitude, alertness and dependability; physical condition commensurate with the demands of the position.

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## **MINIMUM QUALIFICATIONS:**

Class 1A certification for Water Treatment Plant Operator from the New York State Department of Health at the time of appointment.

Competitive Class

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