

## WATER & SEWER MAINTENANCE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This is skilled work involving responsibility for organizing, overseeing, leading and participating in the construction, maintenance and repair of potable water and sanitary sewer mains, services, hydrants, water valves and water pumping treatment machinery. Work is performed under the general supervision of the General Manager of the Board of Public Utilities with considerable leeway for the use of independent judgment in planning and carrying out details of the work. Supervision is exercised over water maintenance workers, pumping station operators, ~~motor equipment operators~~commercial drivers and laborers.

### EXAMPLES OF TYPICAL WORK ACTIVITIES:

#### Leads and participates in:

- ~~The m~~Maintenance, repair and installation of potable water and sanitary sewer mains and services, water valves and hydrants;
- ~~The t~~Tapping of potable water and sanitary sewer mains and installation of services for customers; The flushing, removal, repair and installation of fire hydrants;
- ~~The m~~Maintenance and repair of water pumping and treatment machinery and water quality monitoring equipment;
- Directs the investigation of all complaints received from customers and arranges for immediate remediation;
- Makes recommendations regarding replacement of potable water and sanitary sewer mains and extensions of potable water distribution system, or extension of sanitary sewer collector system; Keeps employee time records and makes reports ;
- Maintains inventories and requisitions needed supplies, materials and equipment;
- Maintains a variety of records and prepares reports regarding the production and treatment of potable water, and of work performed on the potable water distribution system and sanitary sewer collector system.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

: Thorough knowledge of the practices, tools and equipment used in the construction, maintenance and repair of potable water and sewer mains, hydrants and valves; ability to read and work from rough draft plans and sketches; ability to organize, plan, coordinate and supervise the work of others; ability to understand and carry out oral and written directions ; computer literacy; mechanical aptitude; initiative, resourcefulness; dependability; ~~g~~physical condition sufficient to perform the essential functions of the position.~~ood physical condition.~~

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma recognized by New York State; and three years of experience in the construction, maintenance and repair of a water distribution or sewer collector-collection system; ~~or any equivalent combination of training and experience.~~

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATIONS: Eligibility Possession offer

Grade ~~H-I and B~~certificates issued under the provisions of the New York State Sanitary Code. Possession of the certificates at the time of appointment.

DRIVER'S LICENSE;—SPECIAL REQUIREMENT: Candidates must ~~be in possession and maintain of~~ a valid ~~New York State~~ driver's license appropriate for the vehicles operated or be able to demonstrate the ability to meet the transportation requirements at the time of appointment.

CATTARAUGUS COUNTY CIVIL SERVICE

Amended: (City of Salamanca)

March 27, 1979

December II, 1979

September 29, 1992

July 16, 1996

November 15, 2005

Adopted: 2/ /2018

November 15, 2005

L