

CHIEF WATER TREATMENT PLANT OPERATOR **TYPE A PLANT**

DISTINGUISHING FEATURES OF THE CLASS:

This position involves supervisory and technical responsibility for the safe and efficient operation and maintenance of a Type A Water Treatment Plant containing facilities for filtration with pretreatment or a chemical softening process. An incumbent patrols a watershed area and inspects sewage disposal systems. In addition, he or she also may be responsible for the operation and maintenance of the water distribution system associated with the treatment plant. The work is performed as prescribed in Federal, State and local laws and regulations. The work also is performed under the general supervision of the Director of Municipal Utilities with considerable freedom allowed to exercise independent judgement in carrying out the work. An incumbent exercises direct supervision over treatment plant personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises the operation and maintenance of the water treatment plant and pump stations including pumps, compressors, valves and motors and all telemetry, measurement and process equipment;

Schedules, assigns, directs and controls the work of treatment plant operators, trainees, laboratory personnel and mechanical and maintenance personnel assigned to the water treatment plant and pump stations including ensuring that personnel review and follow all safety regulations;

Monitors the collection of water samples to ensure quality assurance and to maintain compliance with all regulatory requirements;

Monitors the data collection pertinent to plant operations and regulatory reporting requirements; collates data and generates appropriate reports in a timely fashion to Federal, State and local regulators;

Conducts periodic inspections of the treatment plant and pump station facilities and machinery and directs necessary repairs;

Issues instructions for the regulation of chlorinators and chemical feeders

Patrols or oversees the patrol of the watershed area and inspects sewage disposal systems to ensure compliance with rules and regulations and to remove or prevent sources of contamination or pollution:

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- Collects watershed water samples and submits them to the laboratory for analysis;
- Investigates complaints and reports violations of watershed rules to appropriate officials;
- Creates budget requests for the operation and maintenance costs of the water treatment plant and pump stations and submits them to the Director of Municipal Utilities;
- Meets with engineers to discuss and create specifications for equipment, material and chemicals necessary for operating the treatment plant;
- Maintains an inventory of supplies, chemicals and equipment necessary for operating the treatment plant and requisitions same when necessary;
- Oversees the collection and storage of operation and maintenance records and creates periodic oral and written reports on the operation and maintenance of the plant to the Director of Municipal Utilities utilizing a personal computer;
- Plans, directs and controls the operation and maintenance of the water distribution system associated with the treatment plant when assigned.

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

- Thorough knowledge of the principles and practices involved in operating and maintaining a Type A Water Treatment Plant;
- Thorough knowledge of the materials, equipment and chemicals involved in operating and maintaining a Type A Water Treatment Plant;
- Thorough knowledge of the principles and practices involved in patrolling and inspecting a watershed including the common causes of watershed pollution and contamination;
- Thorough knowledge of Federal, State and local laws and regulations applicable to a Type A Water Treatment Plant and watershed patrol and inspection;
- Thorough knowledge of modern principles and practices of supervision;

CHIEF WATER TREATMENT OPERATOR TYPE A PLANT - contd.

Good knowledge of the principles and practices and equipment and materials involved in operating and maintaining a water transmission and distribution system;

Good knowledge of Federal, State and local laws and regulations applicable to operating and maintaining a water transmission and distribution system;

Good knowledge of the physical sciences as they relate to water purification;

Working knowledge of the city's budgetary process;

Working knowledge of materials and equipment cost estimation;

Working knowledge of office record keeping;

Ability to supervise the work of others;

Ability to establish and maintain effective working relationships with others;

Ability to understand and follow complex oral and written instructions;

Ability to communicate effectively both orally and in writing;

Ability to operate an alphanumeric keyboard.

MINIMUM QUALIFICATIONS:

Type A Plant with facilities for filtration, which treats over 2.5 million gallons per day:

Possession of Grade I-A Water Treatment Operator certificate issued under the provisions of the New York State Sanitary Code at time of appointment.