

WATER MAINTENANCE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS:

This is a working supervisory position responsible for overseeing the installation and repair of water mains, valves, hydrants and meters in a municipal water system. The work is carried out in accordance with modern plumbing practices, under the general supervision of the City Engineer, Water Superintendent or an administrative employee of higher rank. Direct supervision, through detailed instructions, is exercised over Maintenance Mechanics, Meter Readers and other subordinate personnel. Incumbent may be required to work evening or night shifts.

TYPICAL WORK ACTIVITIES:

1. Supervises and participates in the maintenance, repair and construction of the water distribution system, including water mains, valves and hydrants;
2. Supervises the installation, repair and reading of water meters;
3. Sketches and records changes to the water distribution system;
4. Keeps inventory of materials for hydrants, valves, meters and water mains;
5. Keeps time and work records for subordinate;
6. Directs and leads in tapping of water mains;
7. Inspects water distribution system, noting leaks and problem areas and makes repairs;
8. Supervises emergency repairs and keeps equipment in a state of readiness for emergencies;
9. Submits reports and supply requisitions as necessary;
10. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of principles, tools, terminology and equipment used in municipal water systems; working knowledge of the principles of hydraulics as related to water distribution systems; ability to read and draft plans and sketches; ability to plan and direct the work of others; ability to follow complex oral and written instructions; good mechanical aptitude; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Three (3) years of experience which involved work in installation and/or maintenance of water, sewer or related lines and systems.

TR8413

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01/25/88
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