

CHIEF WATER TREATMENT PLANT OPERATOR - GRADE IA

DISTINGUISHING FEATURES OF THE CLASS:

This is an important supervisory and technical position with responsibility for the safe and efficient operation and maintenance of a Water Treatment Plant with facilities for filtration which treats over 2.5 million gallons per day. General direction is received from the appointing authority but wide leeway is allowed for planning work methods and dealing with emergency conditions. Supervision is exercised over operators, trainees, laboratory personnel and mechanical and maintenance assistants.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those typical work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Supervises the operation of the plant to assure the most efficient and economical use of equipment, supplies and manpower;
2. Makes daily inspection of plant and plant machinery;
3. Makes or supervises necessary tests for control of plant operation;
4. Issues instructions for the regulation of chlorinators and chemical feeders;
5. Schedules and supervises the cleaning and washing of filters;
6. Supervises and instructs operators, trainees and other subordinate employees;
7. Conducts periodic examinations of plant equipment and directs necessary repairs and maintenance;
8. Conducts special studies for improvement of water quality and plant operations;
9. Maintains inventory of supplies, chemicals and equipment;
10. Requisitions materials;
11. Maintains records and prepares periodic reports on the operation of the plant;
12. Assists in annual budget preparation; monitors expenditures against budget throughout the fiscal year.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices used and the equipment required in the operation and maintenance of a Water Treatment Plant with facilities for filtration which treats over 2.5 million gallons per day; good knowledge of the operations of a modern water treatment plant; good knowledge of the principles and applications of physics, chemistry and bacteriology as they relate to water purification; good knowledge of regulatory requirements pertaining to water supply treatment and distribution; ability to supervise the work of subordinates; mechanical aptitude; alertness and dependability; physical condition commensurate with the demands of the position.

CHIEF WATER TREATMENT PLANT OPERATOR - GRADE IA (Cont'd)

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and three (3) years of supervisory experience in a water treatment plant.

SPECIAL REQUIREMENT:

Possession of a Grade IA certificate under the New York State Sanitary Codes at time of application.

EV2103

ADOPTED: 05/15/75

REVISED: 05/01/89 (Ch. Water Treatment Plant Op.: Type A Plant)

11/03/89 10/08/15