



WATER SUPERINTENDENT

Provisional Civil Service Appointment Pending Exam

Salary Range: \$89,061 – \$96,130

Excellent Benefit Package

GENERAL STATEMENT OF DUTIES: Has responsible charge of the financial management, operation and maintenance of the City of Newburgh Water Department; Does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is an administrative position involving responsibility for budgeting, scheduling, planning, inspecting and directing the maintenance, operation, business and personnel activities of the municipal water supply, treatment and distribution systems. The work is performed under administrative direction in accordance with existing laws and regulations, objectives and policies as directed by the City Manager, permitting considerable exercise of independent judgment in carrying out water department projects and programs. General supervision is exercised over the activities of all subordinate water department employees.

EXAMPLES OF WORK: (Illustrative only)

Is responsible for financial operation for all water department utilities;
Supervises the overall operation of the water treatment plant facility;
Supervises the operation of the water collection and supply system;
Directs the maintenance of the water supply, treatment and distribution systems; Coordinates the maintenance and operational activities of the water department; Coordinates water department activities with the work of other city departments, bureaus and regulatory agencies; Plans for future water supply and distribution system extensions taking into consideration population increases and shifts, changing industrial conditions and fire protection; Supervises new water related construction.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: thorough knowledge of the common practices, tools and terminology of the operation and maintenance of a water supply system; Good knowledge of the principles and application of chemistry as related to water purification; Skill in the operation and repair of pumps, valves and related mechanical equipment; Ability to plan and supervise the work of others; Ability to understand and carry out administrative

directions; Ability to get along well with others; A high degree of accuracy; Good professional judgment; Initiative and resourcefulness; Tact and courtesy; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school, or possession of a high school equivalency diploma, possession of a New York State Grade IA Water Treatment Plant Operator's License at time of appointment and throughout tenure and 2 years of management level supervisory experience. Valid NYS Driver's License throughout tenure.

SPECIAL REQUIREMENTS:

Possession of a NYS Grade D Distribution Certificate issued under the provisions of the New York State Sanitary Code within twelve months of appointment. Possession of certification throughout tenure.

City of Newburgh residency required within 90 days of permanent appointment and throughout tenure.

Send resume with cover letter via email to mmills@cityofnewburgh-ny.gov through August 31, 2015.

The City of Newburgh is an Equal Opportunity Employer.

www.cityofnewburgh-ny.gov