

ASSISTANT PLANT MANAGER

GENERAL STATEMENT OF DUTIES: Under general supervision of the Plant Manager, supervises the operation and maintenance of a Water Treatment and Purification Plant, including minor structural repairs; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is a responsible supervisory position involving responsibility for maintaining a continuous supply of drinking water and maintenance of equipment which includes a water works purification plant, pumping stations, auxiliary reserve tanks, and pressure regulating valves and transmission main devices. Supervision is exercised over a number of Water Maintenance employees, but the incumbent may have a specialized area in which he personally performs all the necessary work.

EXAMPLES OF WORK: (Illustrative Only)

Supervises and maintains a water treatment plant containing pumps, piping, motors, electrical apparatus, rapid sand filters, chemical feeding apparatus and chlorinators;

Supervises, maintains, and repairs special equipment such as autoclaves, sterilizers, refrigerators and laboratory apparatus;

Supervises, maintains, and repairs Diesel engines, compressors, automotive equipment and tools;

Supervises or performs electrical, plumbing, and mechanical work when required;

Makes minor repairs to structures;

Installs and moves equipment;

Prepares estimates of materials;

Assists in the inspection of watersheds to minimize pollution and conditions which might effect the quality of water;

Acts for and in behalf of the Plant Manager during his/her absence.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the tools, equipment and terminology used in a water treatment plant; knowledge of the principles of water treatment and purification as they relate to the operation of a water supply system; working knowledge of the mechanical, plumbing and electrical trades as they relate to water distribution systems; knowledge of the operation of a water treatment plant, including the routine chemical and bacteriology tests used; ability to read and draft plans or sketches; ability to lay out and plan work for others ability to follow complex oral and/or written directions; dependability; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) graduation from high school or possession of a high school equivalency diploma and three years of experience as a plumber, plumber's helper, electrician, or mechanic in the operation, maintenance, or repair of mechanical equipment as it relates to a water treatment plant; or (b) completion of trade school and five years of experience as a plumber, plumber's helper, electrician, or mechanic in the operation, maintenance, or repair of mechanical equipment as it relates to a water treatment plant; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: Possession of an appropriate Water Treatment Plant Operator's Certificate issued under the provisions of the New York State Sanitary Code is required if Assistant Plant Manager is to be the "responsible operator" (as described by New York State Law) of the plant.