

Jurisdiction: Mohawk Valley Water Authority  
Jurisdictional Class: Non-Competitive  
EEO Category: Service/Maintenance  
Revised: 01/30/2024

## **WATER UTILITY PERSON II**

**DISTINGUISHING FEATURES OF THE CLASS:** This position is located at the Mohawk Valley Water Authority and involves responsibility for locating leaks and checking water pressures throughout the entire water system, and reporting findings and status to immediate supervisor. This class differs from that of Water Utility Person I in the higher level of responsibility of reporting leaks and other findings to immediate supervisor and in being able to identify potential corrective actions. The work is performed under general supervision, in accordance with prescribed procedures and is checked by review of reports. Difficult or unusual problems are checked with the Water Utility Person III. Supervision may be exercised over Water Utility Persons I. The incumbent performs related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative Only)

Checks mains, hydrants, valves and consumer services for leaks;  
Operates leak detection equipment, reports findings and identifies potential corrective actions;  
Checks water pressures and levels at various pump stations, regulating facilities and storage tanks on-site or electronically and communicates information to supervisor electronically or by any other appropriate means;  
Inspects pumps and regulators to see that they are functioning properly;  
Flushes hydrants and dead end lines;  
Opens and closes valves, and operates and changes pressures at pumps and/or valves when necessary;  
Keeps related records and submits activity reports;  
Performs a variety of duties related to maintaining proper water flow and pressure, locating leaks and equipment diagnostics, maintenance, and repairs.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the methods, tools and equipment used in operating, monitoring of and locating leaks in a municipal water system; good knowledge of the basic principles of hydraulics, as they relate to maintaining proper flows, pressure and water levels in a municipal water system; ability to train others and operate system diagnostic and leak detection equipment; ability to understand and follow oral and written instructions; ability to keep routine records and prepare simple reports; dependability; accuracy; thoroughness.

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from high school or possession of a high school equivalency diploma **AND** two (2) years of experience in the maintenance or operation of a municipal water system; **OR**
- (B) Four (4) years of experience in the maintenance or operation of a municipal water system.

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**SPECIAL REQUIREMENTS:**

1. Possession of an appropriate level, valid New York State Driver's License at time of application. This license must be maintained throughout appointment.
2. Successful completion of a confined space entrant/attendant course within one (1) year of appointment. Refresher course must be completed on an annual basis throughout appointment.

**NOTE:** Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

Adopted: 12/19/2013  
Revised: 05/11/2020, 01/30/2024