

Jurisdictional Class: Competitive  
EEO Category: Service/Maintenance  
Adopted: 09/03/2019

## **SEWER MAINTENANCE AND EQUIPMENT SUPERVISOR**

**DISTINGUISHING FEATURES OF THE CLASS:** This position has responsibility for supervisory work involving immediate direction of maintenance projects connected with the operation of a sewer system. Also involves the maintenance and repair of heavy and light automotive equipment relative to the job functions of this Class. Instructions are received on how individual projects should be accomplished. It is the supervisor's responsibility to have such orders carried out efficiently and to overcome special situations that may arise in the course of the work. Supervision is exercised over a number of maintenance workers. The incumbent reports directly to the Technical Assistant to the Commissioner. The incumbent performs related work as required.

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

Supervises the cleaning, maintenance and repair of a sewer system;  
Ability to operate heavy mechanical automotive equipment including backhoes, wheel loaders, and sewer vacuum/flush trucks;  
Ability to operate off-road Utility Terrain Vehicles, chain saws, pole saws, and other tools to maintain sanitary sewer easements;  
Ability to operate hook truck to transport roll-off dumpsters containing screenings;  
Assists in planning, construction and maintenance activities connected with the operation of a sewer system;  
Exercises immediate supervision over all maintenance and repair projects except those of a most routine nature;  
Assists other Water Pollution Control Plant operations and maintenance personnel when necessary;  
Performs skilled operations in repairing heavy and light automotive equipment;  
Ability to make welding repairs to automotive equipment;  
Ability to mount and dismount auxiliary equipment to motor vehicles;  
Checks work projects to determine whether jobs have been completed satisfactorily;  
Assigns personnel and equipment to specific projects;  
Checks attendance of employees and maintains records on time, work and salaries;  
Inspects equipment and materials to determine their conditions;  
Prepares accident reports.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of maintenance, cleaning and construction activities and of the tools, terminology and equipment used in the operation of a municipal sewer system; good knowledge of the safety precautions needed in such work; ability to plan and supervise the work of others; good judgment; initiative.

### **MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from high school or possession of a high school equivalency diploma **AND** two (2) years of experience in the construction, operation or maintenance of a water or sewer system **AND** two (2) years of experience in the repair and maintenance of heavy equipment; **OR**

continued...

**SPECIAL REQUIREMENT:** Possession of a valid New York State CDL Class B or higher without airbrake restriction and 'N' endorsement at time of appointment. License must remain valid throughout appointment.

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

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