

Civil Division: Village of Oriskany Falls  
Jurisdictional Class: Non-Competitive  
EEO Category: Service/Maintenance  
Revised: 05/03/11

## **STREETS AND WATER SUPERINTENDENT**

**DISTINGUISHING FEATURES OF THE CLASS:** This position is responsible for planning, supervising, and carrying out a public works program in a village, including the maintenance and repair of streets and water systems. The work is performed under general direction from Village Board and Mayor, with leeway allowed for exercise in independent judgment in carrying out assigned duties. Supervision is exercised over the work of subordinates. The incumbent performs related work as required.

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

Supervises and may participate in the work of public works crews in constructing, maintaining, cleaning and repairing streets, buildings, parking lots and water lines and installing valves, gates and fire hydrants;  
Treats water supply and ensures distribution to village residents;  
Coordinates, supervises and may participate in maintaining water treatment plants including distribution and collection lines;  
Supervises and participates in snow removal activities and sanding and sweeping of village streets;  
Supervises the maintenance and repair of street and water system tools and equipment;  
Oversees park maintenance activities including cutting grass, planting and trimming trees and general cleaning;  
Interprets plans and drawings related to street and water construction projects;  
Supervises and participates in water testing activities, fixing leaks and related tasks;  
Confers with Village Board and Mayor and determines construction and maintenance needs and plans schedules for various assigned public works projects;  
Maintains records and reports on work activities including labor and materials needed to complete specific projects;  
Operates a variety of construction equipment as occasion demands.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of modern principles, practices and equipment involved in the construction and maintenance of streets and water lines; good knowledge of equipment, materials, tools, terminology and safety precautions used in public works construction and maintenance activities; ability to operate and maintain water treatment apparatus; ability to read and understand sketches and blueprints; ability to plan, organize and supervise the work of others; ability to coordinate and schedule public works projects; ability to follow oral and written directions; ability to prepare records and reports related to the work.

continued...

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from a regionally accredited or New York State registered college with an Associate's Degree in engineering technology, construction technology or a closely related field **AND** one (1) year of experience in public works activities involving the construction, maintenance and repair of streets and water systems;  
**OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** (3) three years of experience, as outlined in (A) above.

**NOTE:** Verifiable part-time experience as outlined in (A) above will be pro-rated toward meeting full-time experience requirements.

**SPECIAL REQUIREMENT:**

- (1) Possession of an appropriate level, valid Driver's License issued by the New York State Department of Motor Vehicle at time of appointment. This license must be maintained throughout appointment.
- (2) Possession of an appropriate level certificate for operation of a water treatment plant issued by the New York State Health Department at time of appointment. This license must be maintained throughout appointment.

Adopted: 04/11/89

Revised: 12/06/96, 05/03/11