

WATER AND WASTEWATER MAINTENANCE ASSISTANT

MINIMUM QUALIFICATIONS: Two (2) years of full-time paid experience, or its part-time equivalent, in the performance of skilled or semi-skilled water, wastewater, highway or building maintenance and repair

REQUIREMENTS AT TIME OF APPOINTMENT:

1. Possession of Grade D Operator Certificate** issued under the provisions of the New York State Sanitary Code and maintenance of such certification throughout the tenure of employment in the position.
2. Possession of an appropriate New York State Driver's license and maintenance of such license throughout the tenure of employment in the position.

** NOTE: Applicants may be hired on a trainee basis pending possession of the required certification under the provisions of the New York State Sanitary Code.

SPECIAL NOTE – TRAINING: Completion of training for a Grade D Operator Certificate, as issued under the provisions of the New York State Sanitary Code, is required for continued employment in the position.

DISTINGUISHING FEATURES OF THE CLASS: This position involves the performance of semi-skilled maintenance and repair work in the operation of the municipal water and wastewater system. The work is performed under general supervision with considerable individual responsibility allowed in the performance of the less skilled projects. Supervision may be exercised over the work of laborers, seasonal and part-time employees. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Installs, maintains and repairs water lines, water mains, gates, hydrants, wastewater lines and lift stations;
Maintains and makes repairs to the wastewater treatment plant;
May operate appropriate equipment to clean and remove debris from lines;
Participates in the removal, installation, testing and reading of water and wastewater meters;
Assists in maintaining records of consumer water and wastewater use;
Investigates complaints regarding the operation of water and wastewater facilities;
Reports general condition and damages to the water and wastewater systems to supervisor;
May operate a truck in connection with this work;
May operate chemical grout equipment to make repairs;
May perform buildings and grounds task in and around the wastewater treatment plant.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the principles, practices and equipment used in the installation and maintenance of water and wastewater distribution systems and equipment; working knowledge of the methods involved in removing, repairing and installing water and wastewater meters; ability to understand and carry out oral and written instructions; ability to get along well with others; ability to withstand heavy labor for extended periods; dependability; physical condition commensurate with the demands of the position.

REVISED:10/2/02; 5/25/23

CIVIL SERVICE CLASSIFICATION: NON-COMPETITIVE