

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

### **WATER UTILITY PERSON III**

**DISTINGUISHING FEATURES OF THE CLASS:** This position exists at the Mohawk Valley Water Authority and is technical work involving responsibility for maintaining adequate water pressure and reducing leakage throughout the water distribution system. The work is performed under general supervision, in accordance with established policies, procedures and objectives and requires the exercise of independent judgment in carrying out the details of the work. Difficult or unusual technical problems are reviewed with the Lead Water Utility Person. Supervision is exercised over the activities of lower titled water utility persons. The incumbent performs related work as required.

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

Analyzes daily and hourly reports of water pressure, consumption and reservoir levels;  
Compares rates of supply and demand, and determines factors necessary to ensure adequate pressure control;  
Supervises the adjustment of valves to accommodate the varying demands for water pressure;  
Issues directions regarding pumping operations and valve changes necessary to handle emergencies, such as serious leaks or breaks or during major fires or other periods of high use;  
Investigates complaints regarding high or low pressure and roily waters;  
Inspects and adjusts regulator, altitude and boundary valves and pumps to ensure proper operation;  
Supervises leak survey activities and gives directions regarding opening and closing of valves, when making special leak surveys;  
Collects laboratory samples for chemical and bacteriological examination according to procedures;  
Performs field analysis where applicable, and coordinates with troubleshooters when needed on water quality procedure and sampling;  
Supervises the recording of static pressure on newly installed hydrants;  
Supervises, and participates in, the maintenance of water pressure, consumption, distribution, supply, and related records and the preparation of activity reports.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Thorough knowledge of the methods, tools and equipment used in locating leaks in a municipal water system; thorough knowledge of the geography of the water system; thorough knowledge of the operation and maintenance of water pressure valves and pump; good knowledge of the principles of hydraulics, as they relate to maintaining adequate pressure and water levels in a municipal water system; ability to train subordinates in the use of water leak detection equipment; ability to layout and supervise the work of others; ability to understand and carry out technical oral and written directions, including blueprints, diagrams and sketches; ability to interpret the "On Site" indications and take corrective action; ability to analyze and interpret statistical records and prepare comprehensive reports relating to water pressure, consumption and supply; dependability; accuracy; thoroughness; initiative and resourcefulness; good judgment.

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**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from high school or possession of a high school equivalency diploma **AND** three (3) years of experience in the maintenance or operation of a municipal water system, which involved maintaining adequate water pressure or sub-professional engineering activities; **OR**
- (B) Five (5) years of experience in the maintenance or operation of a municipal water system, which involved maintaining adequate water pressure or sub-professional engineering activities.

**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: Unknown  
Revised: 06/30/1997, 12/19/2013, 05/11/2020, 01/30/2024

Title change from "Senior Water Utility Person": 12/19/2013