

Civil Division: Mohawk Valley Water Authority
Jurisdictional Class: Competitive
EEO Category: Technicians
Revised: 03/06/2006

WATER MAINTENANCE CREW LEADER

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class performs supervisory, technical work involving responsibility for ensuring that water maintenance and extension work is performed in an efficient and safe manner, on schedule and according to approved procedures. The work is performed under general supervision, in accordance with established policies, permitting some leeway in the exercise of independent judgment in carrying out the details of the work. A Water Maintenance Crew Leader is required to respond to emergency calls. Supervision is experienced over subordinate water maintenance personnel. Incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Supervises the laying and installation of water mains, valves, hydrants and related services;

Supervises the regular maintenance of water mains, valves, hydrants and related services;

Supervises emergency repairs, including locating leaks and installing clamps and sleeves;

Trains subordinates in the proper and safe use of caulking guns, tapping machines, back hoe, power shovel and related equipment and machinery;

Checks pumping stations and related equipment for pressure and possible leaks;

Supervises carpentry, masonry and other construction work in the extension and maintenance of the water system, including buildings and reservoirs;

Confers with superiors and instructs subordinates on difficult or unusual problems;

Keeps related records and prepares activity reports.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the tools, materials and equipment used in the construction and repair of a municipal water system; thorough knowledge of the common practices, terminology and safety pre-cautions used in the maintenance and extension of a municipal water system; demonstrated skill in the use of tools and equipment used in the maintenance and construction of a municipal water system; ability to lay out and supervise the work of others; ability to read and understand routine plans and sketches; ability to understand and carry out oral and written instructions; dependability; initiative and resourcefulness; mechanical aptitude; good judgment.

MINIMUM QUALIFICATIONS: Two (2) years of experience in the construction and repair of a municipal water system.

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NOTE: Verifiable part-time experience in the maintenance of a municipal water system, or similar type work, will be pro-rated toward meeting full-time experience requirements.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner. Possession of a valid New York State driver's license at time of appointment will be required. Incumbent must maintain license throughout appointment.

Adopted: 1980s
Revised: 07/01/97, 03/06/06

Title in promotional series: Water Maintenance Helper, Water Maintenance Person, Water Maintenance Crew Leader, Assistant Water Maintenance Supervisor, Water Maintenance Supervisor, Water Maintenance Manager