

BOROUGH OF SOUTH RIVER

JOB DESCRIPTION

POSITION: WATER / SEWER UTILITIES SUPERVISOR
DEPARTMENT: Department of Public Works, Water & Sewer Department
SALARY: Salary based on experience

SUMMARY STATEMENT

Operates, adjusts, regulates, and maintains plant machines and equipment to purify and clarify water for human consumption and industrial use, supervises and performs repair and maintenance of water mains, pipes, valves, hydrants, and other water service equipment and/or in the operation of water treatment plant apparatus and / or varied plumbing work.

Source of Authority:

South River Water & Sewer Association Union

Director of Public Works

Borough of South River Employee & Personnel Policy Manual

Major Job Duties:

1. Operates and controls electric motors, pumps, and valves to regulate flow of raw water into the treatment plant.
2. Add specified amounts of chemicals such as chlorine, ammonia, and lime or adjusts automatic devices that admit specified amounts of chemicals into tanks to disinfect, deodorize, and clarify water.
3. Turns valves to regulate water through filter beds to remove impurities.
4. Pumps purified water into water mains.
5. Monitors panel boards and adjusts controls to regulate flow rates, loss of head pressure and water elevation, and distribution of water.
6. Cleans tanks and filter beds using backwashing (reverse flow of water).
7. Repairs and lubricates machines and equipment using hand tools and power tools.
8. Tests water samples to determine acidity, color, and impurities using colorimeter, turbidimeter, and conductivity meter.
9. Add chemicals to tanks to adjust coagulation – oxidation.
10. Records data such as residual content of chemicals, water turbidity, and water pressure.
11. Performs and supervises the installation, repair, and maintenance of water mains, pipes, valves, hydrants and other water service equipment.
12. Will be required to learn to utilize various types of electronic and / or manual recording and computerized information systems used by the agency, office, or related units.
13. Perform such other duties that may be assigned to him by the Director of Public Works.

Requirements

Experience

- Three (3) years of experience in maintenance, operation, adjusting, repair in a water treatment plant, pumping station, or filtration plant. Appointees will be required to possess a Class A CDL Driver's License valid in New Jersey.

Licenses:

Appointee must possess a valid Public Water treatment Operator license as listed below by the NJ Department of Environmental Protection.

- Candidate must possess a T2 license – Water Treatment
- Candidate must possess a W2 license – Water Distribution
- Candidate must possess a C2 license – Collection Systems Operator

Knowledge

- Knowledge of water system distribution, installation, repair, and maintenance procedures.
- Knowledge of techniques used in collecting water samples and in conducting, recording standard bacteriological analysis of water and all other tests required by the State.
- Knowledge of state policies and procedures.
- Knowledge of the meter reading and billing systems.
- Knowledge of computers and job-related software programs.
- Skill in oral and written communication.
- Ability to stand and walk for prolonged periods of time.
- Ability to climb.
- Ability to turn valves and controls.
- Ability to perform basic plumbing.
- Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position.

The Borough of South River is an equal opportunity employer.

Contact Michelle Urbanowicz, Administrative Assistant to the Borough Administrator at 732-257-1999 ext. 517 or at murbanowicz@southrivernj.org for an application / information.