

## CHIEF WATER UTILITIES OPERATOR\*

### Function of Job:

Under general supervision of the official who has been assigned overall responsibility for the water supply and related equipment, supervise the operation and maintenance of the water supply laboratory, treatment plant, swimming pools, pure water systems, and water meter repairs.

### Characteristic Duties and Responsibilities:

1. Provide quality drinking water which meets all state/federal requirements, and with sufficient pressure for fire protection for the town/campus community.
2. Supervise or perform all required laboratory functions, including physical tests of treatment processes and microbiological tests of raw water and the distribution system.
3. Supervise the operation and quality of auxiliary water systems, including swimming pools, pure water units and softening units.
4. Supervise, maintain, operate, and service the water treatment plant, including the coagulation/flocculation/filtration processes and pumping equipment.
5. Make any necessary adjustments in chemical dosages; observe results and make further adjustments to maintain water quality standards.
6. Perform duties specifically applicable to the plant, laboratory and water systems, including:
  - a. supervising the organizational, field and preventive maintenance programs for all equipment
  - b. maintaining necessary records
  - c. preparing/consolidating reports for submission to supervision and state officials
  - d. recommending the purchase of equipment, supplies and chemicals as needed
  - f. supervising and assigning work to water utilities employees and others, as assigned, for maintenance purposes.
7. Direct the repair and calibration of water meters and backflow preventers.
8. Participate in institutional professional development and training.
9. Perform other duties as required.

### Minimum Qualifications:

1. Two-year Associate Degree in relevant physical or life science, or equivalent, and four years' experience in water supply work, including three years' actual plant experience or a combination of education and work experience totaling six years, as approved by the New Hampshire Drinking Water and Groundwater Bureau.
2. Grade III license for water treatment and distribution from State of New Hampshire.
3. Knowledge of procedures and techniques of water purification and proper operation of pure water equipment.
4. Ability to install small chemical feeders and controls.
5. Willingness to work revolving shifts, substitute for absent workers, respond to emergency situations, and provide on-call response by carrying a pager outside regular work hours.
6. Sufficient vision and color perception for conducting tests.
7. Supervisory ability.
8. Ability to work with University, Town or Community Groups to make/assure an acceptable product.
9. Sufficient strength and physical dexterity to perform duties and responsibilities of this job, including heavy work with exposure to inclement weather conditions for prolonged periods of time.
10. Must be able to wear and use appropriate personal protective equipment as necessary.

6/20/2011  
System Approval

6/20/2011  
Effective Date

**This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.**

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\* Revised - Original approved 4/8/75 and revised 12/11/80 as "Foreman - Water Utilities", 3/10/82 as "Supervisor - Water Utilities" and 12/21/92 as Chief Water Utilities Operator.