

# **Water/Wastewater/Stormwater Supervisor**

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## **City of Marysville**

### **Water/Wastewater Department**

#### **Position Summary**

Under the supervision of the City Administrator, the Water/Wastewater/Stormwater Supervisor is a non-exempt position. The employee in this position supervises the maintenance and operation of the city's potable water distribution system, wastewater distribution system and stormwater underground system. The Water/Wastewater/Stormwater Supervisor is required to perform manual labor duties.

#### **Essential Functions**

- Installs, maintains and repairs all city water mains, laterals and service lines to property, including pit installations;
- Relief operator at wastewater treatment and water plants;
- Inspects and records locations of new taps on sewer and water lines;
- Repairs and replaces manholes and covers;
- Installs, services and maintains fire hydrants;
- Services and maintains all city owned water/wastewater and stormwater distribution systems;
- Operates heavy equipment in the maintenance and installation of pipes and related items;
- Assists general public with concerns and complaints;
- Maintains machinery and equipment used in the distribution systems;
- Performs electrical work on machinery and equipment;
- Locates underground utility lines as needed;
- Trains other departmental personnel in building inspections duties.

#### **Marginal Functions**

- Assists street department with street patching, concrete work and snow removal;
- Other assigned duties as deemed necessary or as required.

#### **Supervisory Responsibilities**

Supervises all department personnel.

#### **Required Education and Experience**

High school diploma or general education degree (GED); and three years related experience and/or training. Appropriate water/wastewater operator certification is required within time frame established by state regulations. Requires a valid Kansas Class B Commercial Driver's License.

#### **Preferred Education and Experience**

Associate's degree (A. A.) or equivalent from two-year college or technical school; and two years of related experience and/or training; or equivalent combination of education and experience.

#### **Specific Skills**

**Language Skills** - Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**Mathematical Skills** - Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**Reasoning Skills** - Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Technical Skills** – Knowledge of water, wastewater and stormwater operations, equipment, maintenance, and monitoring procedures. Knowledge of water and wastewater testing requirements and procedures. Knowledge of gasses and chemicals associated with treatment operations and facilities. Thorough knowledge of safety procedures. The ability to read and interpret blueprints and diagrams. The ability to operate laboratory equipment used in testing, heavy equipment, and other departmental equipment, including computers.

**Financial Accountability** – Employee has budgetary control of the department and participates directly in the annual budgetary process of the city. Spending authority shall be as per the policy adopted and approved by the City Council.

### **Physical Demands**

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. The employee is frequently required to walk; sit and climb or balance. The employee is occasionally required to taste or smell. The employee must regularly lift and /or move up to 50 pounds, frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### **Work Environment**

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; fumes or airborne particles; toxic or caustic chemicals and vibration. The employee is occasionally exposed to high, precarious places and risk of electrical shock. The noise level in the work environment is usually very loud.

### **Signature/Approval**

\_\_\_\_\_  
*Employee*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*City Administrator*

\_\_\_\_\_  
*Date*

*The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position.*