

## **COMMISSIONER OF WATER & WATER SUPPLY**

**DISTINGUISHING FEATURES OF THE CLASS:** This is an appointed position by the Mayor. The incumbent in this position provides executive leadership for the Albany Water Department and Albany Water Board, ensuring safe, reliable drinking water and wastewater management. The role includes long-term infrastructure planning, regulatory compliance, financial oversight, and coordination with local, state, and federal agencies. The Commissioner leads strategic initiatives to modernize water systems, improve resilience, and ensure sustainable service delivery to residents, businesses, and institutions. Work is performed under the direction of the Mayor. Supervision is exercised over all activities of the department.

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

- Oversees the maintenance and repair of the water distribution system;
- Oversees the activities of the water filtration plant, pumping stations, and reservoirs;
- Directs major construction projects such as laying water mains, gates and valves;
- Monitors current water supply, advises the Mayor and City residents if a problem arises;
- Plans for future water supply, taking into consideration population increases, industrial conditions, and fire protection;
- Coordinates department activities with the work of other City departments and outside agencies;
- Directs the chemical and bacteriological examination of water;
- Oversees the business management functions of the department;
- Prepares periodic reports of departmental activities;
- Develops and oversees long-term capital improvement plans for water and wastewater infrastructure;
- Ensures compliance with EPA, NYS Department of Health, DEC, and all other applicable regulatory requirements;
- Provides leadership on sustainability, climate resilience, watershed protection, and green infrastructure initiatives;
- Manages departmental budget development, financial forecasting, rate recommendations, and grant funding opportunities;
- Represents the Albany Water Department at public meetings, hearings, Board meetings, and with elected officials and community stakeholders;
- Oversees emergency response planning, incident management, and continuity of operations related to critical water infrastructure;
- Performs related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

- Thorough knowledge of the methods, tools, equipment and practices used in the installation and repair of water mains and appurtenances;
- Thorough knowledge of the component structures and appurtenances of the municipal water distribution system;
- Comprehensive knowledge of state and federal water quality standards and regulatory

- frameworks;
- Good knowledge of the principles and practices used in engineering;
  - Working knowledge of the principles and practices of the filtration, pumping and distribution of a municipal water system;
  - Knowledge of the principles of supervision and delegation of authority;
  - Strong understanding of capital construction, asset management, and water infrastructure planning;
  - Skill in public communication, stakeholder engagement, and transparent decision-making.
  - Ability to lead a modern water utility, including financial planning, organizational leadership, and strategic operations;
  - Ability to plan, assign, review and supervise the work of a large diversified force of employees engaged in the maintenance and operation of the municipal water distribution system;
  - Ability to establish standards of workmanship and to evaluate work in connection with such standards;
  - Ability to establish and maintain effective working relationships with department heads, subordinates, contractors and public service agency representatives;
  - Ability to express oneself effectively in oral and written form;
  - Physical condition commensurate with the demands of the position;

**MINIMUM QUALIFICATIONS:**

- A. Master's Degree in Civil Engineering, Environmental Engineering or a closely related field and six (6) years of progressively responsible experience in water system operations, engineering, public utilities management, or infrastructure administration, including at least three (3) years in a supervisory or managerial role; **OR**
- B. Bachelor's Degree in Civil Engineering, Environmental Engineering or a closely related field and eight (8) years of progressively responsible experience in water system operations, engineering, public utilities management, or infrastructure administration, including at least three (5) years in a supervisory or managerial role; **OR**
- C. Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**PREFERRED QUALIFICATIONS:**

- Professional Engineer (P.E.) – Civil Engineering
- Master's Degree in Engineering

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Note: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.