

## Deputy Commissioner Of Water And Water Supply

Distinguishing Features Of This Class: The work involves responsibility for the administration of the technical aspects of Water and Water supply. This is professional administrative work of considerable complexity and requires technical expertise in the operation of purification, transmission and distribution systems areas in the Department. The Deputy Commissioner is responsible for the successful operation of technical areas and building maintenance. The Deputy Commissioner is expected to exercise independent judgment in most operational matters and to consult with the Commissioner on decisions involving policy and programs. Supervision is exercised over the work of a large number of professional and non-professional staff and generally to administer Department in the absence of the Commissioner; does related work as required.

### Examples Of Work: (Illustrative Only)

Assumes the duties of the Commissioner of Water and Water supply in his absence;

Plans, assigns and supervises, through subordinates, the work of water maintenance, supply and transmission personnel in the installation of new water mains and appurtenances;

Coordinates the activities of the Water Department with other city departments; Works with consulting engineers, public utilities, and other contracting firms whose work may affect the city water systems;

Makes personal inspections of work performed in the field; Receives daily reports from each unit and complies information for review by the Commissioner and for annual reports;

Receives, investigates, and acts upon specific complaints pertaining to the water system;

Reviews and approves all plans by independent agencies which may affect the city water system under direction from the Commissioner

Required Knowledge, Skills, Abilities And Personal Characteristics: Through knowledge of the methods, tools, equipment and practices used in the installation and repair of water mains and appurtenances; thorough knowledge of the compound structures and appurtenances of the municipal water distribution system; Good knowledge of the principles and practices used in engineering; working knowledge of the principles and practices of filtration, pumping and distribution of a municipal water system; knowledge of the principles of supervision and delegation of authority; 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 interpret and work from technical sketches and blueprints; ability to express oneself effectively in oral and written form; patience; tact; good judgment; physical condition commensurate with the demands of the position.

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Minimum Qualifications: Either

- A. Graduation from a regionally accredited or New York State registered college or university with a degree in engineering (civil) and one year of supervisory experience in a water supply system;
- B. Graduation from high school or possession of an high school equivalency diploma and five (5) years of experience in the instillation and maintenance of water mains and appurtenances, two years of which shall have been in supervisory capacity;
- C. Any equivalent combination of training and experienced as defined by the limits of A and B.

Special Requirements for Acceptance of Application:

Eligibility for a New York State Motor Vehicle Operator's License. Possession of License at time of appointment.