

## WATER ENGINEER

**DISTINGUISHING FEATURES OF THE CLASS:** Responsible for technical engineering and administrative duties in assisting in the operation of the Latham Water District water supply system under the Water District Superintendent. The engineering aspect pertains to water systems design, maintenance and operation; the administrative duties pertain to supervising staff, assisting in the budget preparation, and various reporting requirements. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:**

Assists Latham Water District Superintendent with administration of the department and provides Latham Water District with technical assistance;

Works with consultants, engineers, architects, etc. to help coordinate treatment plant expansion, ground water and well development, testing, evaluation; performs some engineering work in design, construction and project management related to water supply, treatment, transmission, pumping and distribution;

Interacts with local and state regulatory agencies and establishes criteria in conjunction with their guidelines and concerns relating to water problems and solution of these problems;

Formulates and develops review formats for subdivision and commercial sites, standards and specifications, rules and regulations;

Establishes and assists in modernization and updating of water meter installation, and the meter testing and reading program, including Centralized Automatic Meter Reading;

Responsible for assessing customers' needs and assisting in improving customer service and relations. Establishes programs related to these needs;

Establishes a library of technical materials and assists with technical research and guidelines on current issues;

Assists with establishment of computerization and updating of mapping, record keeping and files;

Assists department with issues related to the growth within the Department and the Town;

Administers and maintains cross connection control program within Department of Health guidelines;

May assist in union negotiations.

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

Thorough knowledge of engineering relating to the maintenance and operation of a water supply system; good knowledge of methods, equipment and terminology used in water treatment; good knowledge of construction specifications, plans, codes, rules and regulations relating to water works; ability to supervise and inspect work on projects; ability to make involved engineering computations, prepare engineering records and write concise technical reports; working knowledge of management techniques; ability to supervise in a manner conducive to full performance and maintain high morale; mechanical aptitude; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from a regionally accredited or a New York State registered college or university with a Bachelor's Degree in Engineering AND a minimum of six (6) years of engineering experience in/or related to water systems, maintenance, operation and design. Must be a registered Professional Engineer in New York state.

NOTE: College degrees 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, and/or U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. The applicant is responsible for payment of the required evaluation fee.

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Town of Colonie  
Personnel Officer  
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