



Seneca County
Personnel Department

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1 DI PRONIO DRIVE
WATERLOO, NEW YORK 13165

TO: ALL APPLICANTS APPLYING FOR
WATER MAINTAINER/MOTOR EQUIPMENT OPERATOR

FROM: SENECA COUNTY PERSONNEL DEPARTMENT

SUBJECT: APPLICANT INFORMATION AND JOB DESCRIPTION

Please be advised that we are accepting applications for this title on a continuous basis. On the application's "General Information" tab you will be asked "Please indicate the municipality (Town, Village, School or Seneca County) that you wish your application to be sent, if applicable".

Please enter the following as your response:

- Town of Fayette

PLEASE NOTE: Applying for this title does not necessarily mean that there is a current opening at this time; however, your application will be forwarded to the jurisdiction(s) that you have indicated for future vacancies. The position for which you are applying is in a school district. Please contact the school district for availability and salary information.

RESIDENCY: Candidates must have been legal residents of Seneca County or one of the six contiguous counties for one month preceding the date of the written test. Preference in appointment may be given to successful candidates who have been legal residents of the municipality in which appointment is to be made for at least one month prior to the date of certification and are residents of such municipality at the time of appointment.

MINIMUM QUALIFICATIONS:

One year of experience in the operation of some type of automotive equipment, and completion of a standard grade school course; or any equivalent combination of experience and training sufficient to indicate ability to do the work.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Possession of an appropriate CDL license.

GENERAL STATEMENT OF DUTIES:

Performs semi-skilled plumbing duties in connection with the maintenance and extension of a water system; Operates one or more types of automotive equipment and performs a variety of manual tasks in connection with such operations; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

This is primarily repetitive manual labor involving responsibility for efficiently making semi-skilled plumbing, installations and performing maintenance work on a town water system. When assigned, an employee in this class reads meters, inspects installations, and investigates complaints. When not performing duties related to the water system, employees in this class perform recurring manual duties in connection with the operation of moderately complex motor equipment. They receive the general directions from a superior but are responsible for the safe and economical operation and care of their equipment on assigned tasks. Periodic inspections are made of work in progress.

TYPICAL WORK ACTIVITIES: (Illustrative Only):

Assists in the installation, repairing, and cleaning of water meters;
Assists in making taps on street water for service to consumers;
Turns water on or off by operating control valves and gates;
Assists in making minor repairs to such fixtures as hydrants, gates, mains and pumps;
Reads meters;
Operates an electric finder to locate water mains;
Cares for tools, supplies and equipment;
Operates a truck in connection with the collection of garbage, ashes, snow and in the transportation of sand, stone, gravel and supplies;
Operates a tractor or truck with power mower, trailer, snow loaders, bulldozer, concrete mixer, stone crusher or other attachment;
Operates a power grader, steam roller, snow plow or power shovel;
Occasionally performs minor repairs on automotive equipment;
Performs manual labor, such as loading trucks, erecting snow fences and cleaning culverts;
Supervises the work of laborers engaged in loading and unloading trucks.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of the common practices, tools, terminology, and principles of the trade; ability to understand and carry out written and oral instructions; ability to withstand heavy labor for extended periods in emergencies; industry; dependability; physical condition commensurate with the demands of the position.