



KINGSTON WATER DEPARTMENT

NOTICE OF VACANCY

Job Title: Water Treatment Plant Operator

Salary: \$62,140 per year, with benefits including medical, dental, paid leave, membership in the NYS Retirement System, and Deferred Comp.

Classification: Non-Competitive – NY HELPS Program

The Kingston Water Department is seeking a **Water Treatment Plant Operator** to join our team. This is a full-time, non-competitive position within the City Civil Service. The role involves the technical operation, monitoring, and maintenance of our Type A Water Treatment Plant. The role supports water quality assurance and ensures compliance with public health standards.

Key Responsibilities:

- Collects and analyzes water samples to ensure plant performance and water quality.
- Conducts basic laboratory procedures (e.g., preparing distilled water, buffer solutions).
- Operates and monitors the plant using the SCADA system.
- Performs preventive and routine maintenance on plant equipment.
- Assists the Chief Operator with inspections and investigating water quality complaints.
- Carries out general building maintenance, basic repairs, and custodial duties.
- Receives and responds to after-hours water-related calls; coordinates with on-call staff.
- Regulates and adjusts chemical feed systems.

Required Knowledge, Skills, and Abilities:

- Strong understanding of operating principles for a Type A Water Treatment Plant.
- Familiarity with Federal, State, and local regulations related to water treatment.
- Knowledge of water treatment laboratory techniques, equipment, and safety procedures.
- Ability to conduct field and lab tests to support plant operations.
- Competency in record-keeping and maintaining operational logs.
- Ability to follow oral and written instructions and work independently.
- Physically capable of performing manual labor and equipment maintenance.

Minimum Qualifications:

- Graduation from high school or possession of a high school equivalency diploma.
- Valid New York State Driver's License at the time of application.

Special Requirements for Employment:

- Must possess a **Grade IIA Water Treatment Plant Operator Certificate** issued by the New York State Department of Health at time of appointment.

Application Process:

Applications for this position may be obtained from the Kingston Civil Service Office, located at 420 Broadway, Kingston, or online at <https://kingston-ny.gov/Employment>.

The Kingston Water Department is an equal opportunity employer.