

Jurisdictional Class: Competitive
EEO Category: Professional
Adopted: 05/15/2025

DIRECTOR OF WATER QUALITY

DISTINGUISHING FEATURES OF THE CLASS: This is an administrative and professional position involving responsibility for planning, direction, and coordination of all activities related to water quality. The work is performed under the general supervision of the Executive Director, who allows for the exercise of independent judgement in carrying out company initiatives and programs. Supervision is exercised over all water quality department staff. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Plans, coordinates, and directs all activities related to water quality;
Ensures compliance with all federal and New York State regulations related to public water systems;
Oversees drinking system water quality;
Oversees and coordinates water treatment processes to meet all local, state, and federal regulations;
Directs, manages, and supervises all department personnel;
Serves as the technical director for New York State accredited laboratory;
Manages contractual obligations, compliance, and operations of the water treatment plant;
Prepares and manages department budget;
Directs research projects;
Works with consultants to develop and implement projects that improve treatment processes, water quality, and distribution operations to meet current and future regulations for public water systems;
Coordinates and monitors compliance and surveillance sampling for watershed, treatment process control, and distribution system;
Serves as liaison with state and local health departments for standard and emergency issues related to the public water system;
Prepares monthly operating report and submits to the local health department;
Generates and distributes annual water quality reports at the frequency and manner prescribed by law;
Coordinates interdepartmental work that benefits the public water supply;
Prepares and delivers reports, presentations, graphs, charts, educational material, etc. in a professional, timely manner to inform the public of water quality issues, legislation, or other appropriate topics impacting the public water system.

Continued...

FULL PREFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of modern techniques, testing practices, equipment, safety precautions and terminology used in a water analysis laboratory; thorough knowledge of the principles of bacteriology, biology, chemistry, and physics as they relate to water analysis; thorough knowledge of Federal, State, and local laws and regulations relating to water treatment and purification; thorough knowledge of the principles of the operation and maintenance of water treatment and purification systems; thorough knowledge of current developments in water analysis, treatment, and purification; ability to interpret results and data related to analysis of drinking water, and determine proper type and amount of treatment and control; ability to plan, layout and supervise the work of others; ability to maintain technical records and prepare related activity reports; ability to analyze technical procedures and recommend improved methods relating to water treatment and purification; ability to secure the cooperation of others; initiative and resourcefulness; dependability; thoroughness; a high degree of accuracy; good professional judgement.

MINIMUM QUALIFICATIONS:

(A) Possession of a Master's degree in the chemical, environmental, physical or biological sciences or engineering, including or supplemented by twenty-four (24) college semester credit hours in chemistry and sixteen (16) college semester credit hours in the biological sciences, including at least one course having microbiology as a major component AND five (5) years of experience performing water or wastewater analysis in an environmental testing laboratory.

(B) Possession of a Bachelor's degree in the chemical, environmental, physical or biological sciences or engineering, including or supplemented by twenty-four (24) college semester credit hours in chemistry and sixteen (16) college semester credit hours in the biological sciences, including at least one course having microbiology as a major component AND six (6) years of experience performing water or wastewater analysis in an environmental testing laboratory.

NOTE: Degree(s) 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 the degree was awarded by an educational institution outside the United States and its territories, the candidate 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>. Candidates will be required to pay the evaluation fee.

Adopted: 05/15/2025
Revised: 06/10/2026