

WATER SUPERINTENDENT

General Statement of Purpose

Performs the duties of Water Superintendent as required by law, ordinance and/or under direction of the Village Board. Oversees construction, maintenance, repair, and/or operation of the village's water operation and equipment, including, but not limited to water, wastewater, and stormwater distribution and collection systems; maintains all village structures; evaluates equipment for possible replacement or upgrade; schedules work, material and personnel.

Wages and Benefits

Wages and benefits are determined, negotiated and set by the Village Board. Full-time employees are offered health insurance and IMRF. Salary determined by experience.

Necessary Qualifications

Class A Driver's License

*State Certification when applicable

Knowledge and ability to repair equipment

Repair of equipment may require limited welding

Knowledge of hydraulic equipment is useful

*State certification may change. Necessary qualifications shall be adjusted to meet state requirements

Class D Water License

Specific Duties of Assignment

1. Maintains all village water equipment and pump house
2. Maintain open communication with Water Commission
3. Maintain, service and repair all equipment.
4. Assist Parks & Streets Superintendent in duties specified in their job description as needed
5. Must maintain open communications with all village employees.
6. Submit annual budget to Village Finance Committee as requested
7. Upkeep active water license
8. Submit monthly water testing and reports to the proper entities
9. Other duties as assigned