

## **Utilities/Maintenance Superintendent**

The superintendent shall be responsible for the general operation of the water and wastewater treatment plant and facilities, street operations, and maintenance of all Village owned equipment and property and shall perform duties of a general laborer.

### **Duties-Examples of work**

The superintendent shall perform all necessary tests on the water and wastewater treatment facilities; these tests to include all those required by state and federal regulations. The superintendent duties shall also include preventative maintenance and repairs; connections and disconnections of water customers; inspecting building permit applications and inspecting the building sites for final approval; record keeping. Other duties to also include; ensuring that the streets are properly maintained and repaired, to include activities as snow removal, sign placement and replacement, patching and general maintenance.

Work with all contractors and engineers concerning any area of interest under this job description.

Building maintenance on all Village owned properties; Municipal Building, Community Building, Park buildings, Wastewater treatment facility; water wells, and any other areas determined by the Village Board. The superintendent shall perform all other duties assigned by the Village Board.

### **Qualifications**

The utilities superintendent shall have a high school education or equivalent. They must also be certified in water Level 4 and wastewater treatment plant operations Level 2 or as required by the State of Nebraska, or working towards certification. Have knowledge of the federal and state laws that affect the operation of the water and wastewater facilities. Experience in operating and maintaining equipment is preferred.