

Posting Date: 9/1/ 2025 Posted until filled.

Job Title: Assistant Water & Wastewater Superintendent

Reports To: Water & Wastewater Superintendent

Department: Public Works / Utilities

Location: North Smithfield, RI 02896

FLSA Status: Non-Exempt / Non-Union (Hourly)

Salary Range: \$22.61 to \$31.36 Depending on Qualifications

Position Type: Full-Time

Position Summary:

The Assistant Water & Wastewater Superintendent supports the Superintendent in the management and operation of the Town's water distribution and wastewater collection systems. The position involves hands-on emergency repair of water and sewer systems, supervision, regulatory compliance support, maintenance planning, and ensuring uninterrupted delivery of essential services.

Essential Duties & Responsibilities:

- Assist in the daily operations, maintenance, and repair of the water distribution and wastewater collection systems.
- Support the Superintendent in routine and emergency operations.
- Act as Superintendent/Management Point of Contact during Superintendent's absence.
- Participate in emergency response, including after-hours water & sewer emergencies, possibly nights, weekends, and holidays.
- Assist with budgeting, procurement, and inventory of equipment and supplies.
- Recommend improvements to system operations and asset management.
- Provide technical guidance and training to utility staff.
- Performing inspections, line flushing, meter reading/maintenance, valve exercising, lift station checks, manhole inspections, and sewer main cleaning.
- Maintain accurate records of maintenance, testing, and repairs.
- Monitor SCADA systems and coordinate response to alarms or system issues.
- Ensure compliance with all applicable local, state, and federal regulations including DOH/EPA reporting.
- Cleaning, Grass cutting, painting and carpentry.

Qualifications:

Education & Experience:

- High school diploma or equivalent (required); associate degree in a related field preferred.
- Minimum **3 years** of progressive experience in water and/or wastewater utility operations.
- Prior supervisory or crew leader experience preferred.

Licenses & Certifications:

- Must have a Valid Driver's License. CDL preferred, but not required to obtain.
- Must be able to obtain a RI Water Distribution Operator Grade 2 Certification within 1 year.
- Must be able to obtain a RI Water Treatment Operator Grade 2 Certification within 1 year.

Knowledge, Skills & Abilities:

- Working knowledge of water distribution and wastewater collection systems, including pumps, valves, meters, SCADA, and lift stations.
- Familiarity with regulatory requirements, safety standards, and emergency procedures.
- Solid ability to read, interpret, and explain blueprints, maps, and system schematics.
- Skilled in the use of utility maintenance tools, equipment, and computer software (GIS, SCADA, MS Office).
- Strong organizational, communication, and leadership skills.
- Proven ability to work independently and as part of a team in varying environmental conditions.

Working Conditions:

- Work is performed indoors and outdoors in all weather conditions.
- Physical demands include lifting up to 75 lbs, climbing, bending, standing, and working in confined spaces or elevated areas.
- Subject to after-hours call-outs, weekends, and holidays.

Application Process:

To be considered, you may apply via Indeed, but all applicants are required to submit a cover letter of interest, resume, completed Town application, and copies of relevant certifications.

Any offer of employment will be contingent on the successful completion of a background check with references and drug testing prior to beginning employment with the Town of North Smithfield.

Application materials will be reviewed as received, and the first group cutoff is 9/12/2025. The position will remain posted until filled. The Town application can be found at:

[Click Here for Employment Application](#)

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Hard Copy Mail/Drop Off

North Smithfield Town Hall
Attn. Human Resources, Rm. 207
83 Greene St.
North Smithfield, RI 02896

or

Email a single pdf:

wdescoteaux@nsmithfieldri.gov
Cc: shawes@nsmithfieldri.gov
dwilliams@nsmithfieldri.gov

For more information, contact William Descoteaux at 401-767-2200 Ext 320 or the HR Manager at (401) 651-1291.

The Town of North Smithfield, Rhode Island, is an Equal Opportunity Employer.