



# DEPARTMENT OF HUMAN RESOURCES

## EMPLOYMENT OPPORTUNITY NOTICE

### Saratoga County Sewer Department

- Job Title:** INSTRUMENTATION MECHANIC
- Salary Range:** \$66,028 - \$75,217\* (\*Based on years of service employed with Saratoga County)
- Work Location:** 1002 Hudson River Road, Mechanicville, NY 12118
- Classification:** Competitive **(This Position is being filled on a provisional basis pending the results of a civil service exam to be given at a later date)**

#### Job Description

This is skilled mechanical work involving responsibility for the installation, maintenance and repair of highly technical electrical and instrumentation systems with voltages (up to 4,160 volts). Major equipment includes, but is not limited to flow meters, electrical motors, pump, power distribution, switching systems, high voltage substations, transformers, emergency generators, VFD's, PLC's HVAC fans, blower's relays, overload protection devices batteries, lighting, alarm and control systems, interlocks, boiler controls and pneumatic systems and controls, and related instruments which control the automated operation of the Saratoga County Sewer District. This position works independently under the general direction of the Collection System Manager with wide leeway allowed for exercise of independent judgement in carrying out details of the work. Supervision may be exercised over the work of Laborers or other helpers assigned on specific projects.

#### Minimum Qualifications (at least)

- A. Possession of an Associate Degree in electrical technology, electronics or mechanical technology and two (2) years of experience in the installation, maintenance, repair and calibration of pneumatic, electronic and relay logic control and monitoring systems not limited to but including large scale high voltage and industrial electrical wiring or systems. **OR;**
- B. Graduation from High School or possession of a high School equivalency diploma and four (4) years of experience in the installation, maintenance, repair and calibration of pneumatic, electronic and relay logic control and monitoring systems not limited to but including large scale high voltage and industrial electrical wiring or systems.

(Degree must have been awarded by a college or university by a regional, national, or specialized agency recognized as an accrediting agency by the US Department of Education/US Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you 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>. You must pay the required evaluation fee.)

#### Typical Work Activities (\*Illustrative)

- Installation, maintenance and repair of all electrical wiring;



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- Repairs and maintains both pneumatic and voltage instrumentation controls such as Flo matcher, level and pressure sensors, indicators, recorders, and chemical feed equipment;
- Maintains, repairs and calibrates waste sludge, return sludge and incinerator process controls, recording instrumentation and monitoring devices;
- Performs routine preventive maintenance on and repairs to pumping station alarm and control systems;
- Periodically checks performance and functioning of all plant, pumping station and instrument pit Monitoring and control systems;
- Repairs and calibrates interceptor flow measuring devices;
- Maintains comprehensive and accurate records of maintenance and repair work done;
- May occasionally supervise assistants assigned to help with large maintenance and repair jobs;
- Maintains a stock level of repair and replacement parts and supplies;
- Prepares a variety of records and reports related to the work.

*\*Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*

### **Additional Information**

- Excellent benefits, NYS Retirement and Compensation Plan
- This Position is being filled on a *provisional* basis pending the results of a civil service exam to be given at a later date

### **To Apply (via Link Provided)**

- Qualified candidates may alternatively submit an application and resume, by mail or in person to the Personnel Officer – Civil Service Division, 40 McMaster Street, Ballston Spa, NY 12020
- Resume may not be substituted for application
- Fax submissions will not be accepted

### **Applications will continue to be accepted until the vacancy has been filled**

*If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquiries to the Human Resources Office. Saratoga County is an equal opportunity employer.*

*We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.*