



# DEPARTMENT OF HUMAN RESOURCES

## EMPLOYMENT OPPORTUNITY NOTICE

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### Saratoga County Sewer Department

- Job Title:** PERMIT COMPLIANCE MANAGER
- Salary Range:** \$72,093 - \$81,554\* (\*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 position involves responsibility for ascertaining compliance by industrial contributors with permits issued by the County Sewer District. This is an important position involving the responsibility for interpreting test data of wastewater and industrial waste processes, including physical, chemical and biological characteristics and implementing a monitoring program. Work is performed under the supervision of the Assistant Chief and Chief Operators. Supervision is not a requirement of this title; Provides assistance to operations and lab staff as needed. Performs related work as required.

#### Minimum Qualifications (at least)

- A)** Possession of a Bachelor's Degree in biology, chemical engineering, chemistry, applied science or a related field, and two (2) years of experience in the field of wastewater management, laboratory treatment process control, or public health technology; **OR**
- B)** Possession of an Associate's Degree in biology, chemical engineering, chemistry, applied science or a related field, AND four (4) years of experience in the field of wastewater management, laboratory treatment process control, or public health technology;

**NOTE:** Preference may be given to applicants holding a valid NYS 3A wastewater license at time of application and for duration of appointment.

(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)

- Samples on a routine basis, industrial waste discharge from metering stations, industrial plants to insure Sewer District regulations on wastewater discharge;



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- Monitors flow and waste characteristics from municipalities with district;
- Assures that industries are providing adequate analysis of the wastewater required;
- Instructs industries in proper methods of sampling wastewater discharges;
- Collects samples to the physical and chemical characteristics;
- Conducts special studies and surveys to determine industrial wastewater characteristics entering the Sewer District;
- Meets with representatives of each industry to review permit requirements and industry discharge status;
- Reports problems which involve non-compliance to the Executive Director;
- Works with appropriate personnel in establishing schedules for industries in direct violation of their permit;
- Develop and implement capacity management operation and maintenance (CMOM) of Sewer District trunk lines;
- Work with member communities and NYS Department of Environmental Conservation (DEC) on the implementation of the Combined Sewer Overflow (CSO) long term control plan;
- Work with NYS DEC on State Pollution Discharge elimination (SPDES) issues affecting the Sewer District;
- Prepares a variety of records and reports;
- Performs other related duties as necessary

*\*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.*