



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: PUMP AND PROCESS ASSISTANT TRAINEE (Non-competitive)
SALARY: \$22,861 - \$29,402 annually
LOCATION: Monroe County Department of Environmental Services
HOURS: Monday-Friday - 40 hours per week

JOB SUMMARY:

This is a trainee position in the Department of Environmental Services associated with the day-to-day operations of a wastewater treatment plant. Employees will learn and master the performance of a variety of tasks and safety procedures associated with the efficient operation of de-watering equipment, pumps, hydraulic and other mechanical systems found in sewage treatment plants and waste water pumping stations. Employees will be given various assignments over a twenty-four (24) month structured training period related to solids handling, preliminary, primary, and secondary treatment; odor control, sampling, disinfection, handling of rainstorm flows, cover pump station and basic tunnel-collection system function and departmental communication system. Duties involve some manual labor including the cleaning and maintenance of sewage treatment and pumping station equipment and facilities. Some tasks involve working in confined spaces. The candidate must be willing to work shift work and weekends, and work on an "on-call" basis for emergencies. The employee reports directly to and works under the direct supervision of a higher-level staff member. Supervision is not a responsibility of this class. Candidates who successfully complete the twenty-four (24) month training will be promoted to a Pump and Process Assistant at the end of the training period. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma

SPECIAL REQUIREMENTS:

Must possess and maintain a valid New York State's class *D* driver's license at the time of appointment.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

Send Civil Service Application to: Monroe County Department of Human Resources 39 W. Main Street - Room 210 Rochester, NY 14614-1471

Posting Deadline: February 15, 2013