



CITY OF ALBANY
HUMAN RESOURCES
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PLEASE POST CONSPICUOUSLY
May 22, 2019

TO: All City of Albany Departments & Divisions
SUBJECT: Notice of Job Opening –

Water Treatment Plant Attendant
Department of Water & Water Supply

The Department of Water & Water Supply has one (1) vacancy for the position of **Water Treatment Plant Attendant** at a rate of **\$16.83/hour @ 40 hours/week**. The schedule for this position is as follows:

Tuesday to Saturday: 8:00 a.m. to 4:00 p.m.

Applicants must meet the requirements as outlined in the attached job description. This is a Labor class Civil Service position.

Anyone who is interested in applying for this job should submit an application online at **jobs.albanyny.gov** to be submitted no later than 11:59 p.m. on **Thursday, June 6, 2019**.

***** APPLICANTS WHO ARE CURRENT MEMBERS OF THE ALBANY BLUE COLLAR WORKERS UNION LOCAL 1961 AND AFSCME NY COUNCIL 66 WILL BE GIVEN FIRST PREFERENCE.**

EFFECTIVE 2/26/15 LOCAL LAW F – 2014

Section 62-1 of Chapter 62 of the Code of the City of Albany.

D. Residency for new employees. Except as otherwise provided by the section, the Common Council hereby establishes a residency requirement for all prospective employees of the City. Every person initially employed by the City of Albany, shall, as a qualification of employment, be or become a resident of the City of Albany within 180 days of the date of initial appointment for said City. Furthermore, employees hired after the effective date of this section shall continue to be a resident of the City of Albany throughout their employment with the City, and the failure to move into the City, shall be deemed a voluntary resignation. The City may require annual proof of residency from affected employees.

PLEASE POST FOR 10 (TEN) BUSINESS DAYS UNTIL
THURSDAY, JUNE 6, 2019
An Equal Opportunity/Affirmative Action Employer

WATER TREATMENT PLANT ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this class assists in the operation of equipment in a water treatment plant as assigned. This is standard and routine work of a semi-skilled nature assisting Water Treatment Plant Operators in the operation of the water plant equipment. Employees in this class perform duties on an assigned shift under the direct supervision of a Water Treatment Plant Operator who inspects the work and is available when unusual problems or situations are encountered.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Assists in the operation of boilers, pumps, valves, motors, and related machines;
- Assists in the operation of chlorinators and chemical feed machines;
- Assists in the changing of chlorine cylinders and the filling of hoppers with chemicals;
- Assists in the regulation and adjustment of plant equipment to insure proper operation and correct dosage of chlorine and other chemicals by reading meters, gauges, and charts and making valve adjustments;
- Participates in the cleaning of filters, screens and settling basins;
- May perform P.H. and chlorine residual tests on a simple level;
- Tends and monitors boilers, pumps and valves for proper pressure and reports all malfunctions to the proper authority;
- May perform custodial duties in connection with maintenance of buildings and grounds;
- Performs related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Working knowledge of procedures and equipment used to regulate and maintain a Type A Water Treatment Plant containing facilities for filtration with pretreatment or a chemical softening process;
- Ability to properly operate and maintain the mechanical and electrical equipment entrusted to their care;
- Ability to make routine laboratory and field tests for supervisors;
- Ability to read, understand and records data from gauges; scale and meters;
- Ability to understand and carry out written and oral instructions;
- Ability to lift a minimum of fifty (50) pounds;
- Mechanical aptitude;
- Alertness and dependability;
- Willingness to work nights;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None is required.