

City of Ithaca

Office of Human Resources / Civil Service

108 E. Green St. - Ithaca, NY - 14850

Phone: (607) 274-6539 / Fax: (607) 274-6574 / E-mail: hrdept@cityofithaca.org

JOB APPLICATIONS WANTED

TITLE: Wastewater Treatment Plant Operator
LOCATION: City of Ithaca - Wastewater Treatment Facility
SALARY: \$48,087, with subsequent increases to \$60,109

The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.

POSITION DESCRIPTION: The work involves responsibility on an assigned shift for operating and maintaining a wastewater treatment plant utilizing an activated sludge process. The incumbent operates a variety of plant equipment and machinery and performs laboratory tests and other analyses relative to wastewater treatment processes. The work is performed under the general supervision of the Chief Wastewater Treatment Plant Operator with some leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work. Does related work as required.

To view the complete job description visit: <http://www.cityofithaca.org/302/Job-Descriptions>.

MINIMUM QUALIFICATIONS:

For a Type 4A activated sludge Wastewater Treatment Plant with a plant point score of 76 points or greater:

A. Either:

1. Possession of an AAS degree in a New York State Department of Environmental Conservation approved curriculum; or
2. Possession of an AAS degree, and eighteen (18) months operating experience at a wastewater treatment plant; or
3. Possession of an AA degree with thirty (30) credit hours of math and/or science, and eighteen (18) months operating experience at a wastewater treatment plant; or
4. Graduation from high school or possession of a high school equivalency diploma and three (3) years operating experience at a wastewater treatment plant;

And

B. Satisfactory completion of an appropriate course of instruction approved by the Commissioner, Department of environmental Conservation

And

C. Eighteen (18) months operating experience at an activated sludge wastewater treatment plant with a point score of 56 or greater. [Note: this experience is in addition to that required in sections A(2), A(3) and A(4).

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Note: College degrees must have been awarded by, and college coursework completed at, a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by, or college coursework completed at, an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

SPECIAL REQUIREMENTS:

1. Possession of a current Grade 3A Wastewater Treatment Plant Operator certificate issued by the New York State Department of Environmental Conservation at the time of appointment and maintenance of said license for the duration of employment.
2. Possession of a valid driver license appropriate to the vehicles or equipment operated. Said license must be maintained for the duration of employment.

RESIDENCY REQUIREMENTS: There are no residency requirements for this position.

APPOINTMENT STATUS AND EXAM REQUIREMENT: This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

APPLICATION MATERIALS REQUIRED:

- City of Ithaca application
- Copy of high school and college transcripts
- Copy of driver license
- Copy of Grade 3A Wastewater Treatment Plant Operator certificate

Applications must be received by the City of Ithaca Human Resources Department no later than 4:30 PM EST on the last filing date indicated below. All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Submit required application materials by February 14, 2024:

City of Ithaca
Human Resources Department
Web site: <https://ithaca-portal.mycivilservice.com>



We would love to have you on our team! We hope to hear from you soon!

Issued: January 23, 2024