

**CITY OF BUFFALO**  
 DEPARTMENT OF  
 PUBLIC WORKS, PARKS & STREETS



BYRON W. BROWN  
 MAYOR

STEVEN J. STEPNIAK  
 COMMISSIONER

MICHAEL J. FINN, P.E.  
 CITY ENGINEER

**CIVIL SERVICE JOB OPENING**

December 14, 2017

Title of Position: Assistant Filtration Plant Operator  
 Number of Vacancies: One (1) Provisional  
 Salary Range: \$30,094 – \$46,299  
 Location: Division of Water

**Duties** - Assists in directing the rate at which water is to be pumped into the clear well reservoir and the rate of flow at which the filters operate in order to maintain adequate supplies for distribution demands; Weighs, records and adds the amount of chemicals needed for water treatment; Operates manually low lift pumps; Operates and controls sludge pumps; Inspects, cleans and operates intake screens, drains, and pumps; Assists in the cleaning operation of coagulation basins; Cleans pumps, motors, equipment in the low lift pump room, chlorine room, fluoride room, liquid alum and control rooms; Is responsible for keeping work area and station in good housekeeping order; Assists in washing filter beds, hose down filter sides, trough and Palmer sweeps, feed lines; Assists in the operation of the data processing unit that monitors the operation of the Filtration Plant; Makes minor mechanical repairs as needed; Lubricates all machinery as needed; Monitors heating boiler on an assigned shift and makes reports of any discrepancies to chief engineer on shift; May be required to operate the filtration plant in an emergency; Assists Filtration Plant Maintenance Supervisor in all aspects of plant maintenance as assigned; Performs related duties as required.

**MINIMUM QUALIFICATIONS**

**Promotional**

Continuous and permanent status in the **Department of Public Works, Parks & Streets** as a **Maintenance Assistant (Water)** for one year.


**Open Competitive**

Graduation from High School, GED or Equivalency Diploma and **one year** of full time experience in the operation, maintenance or adjustments of mechanical or electrical equipment or machinery including motors, valves, pumps, compressors, blowers.

**Special Requirement for both Promotional and Open Competitive**

Must obtain a Grade II-A Certificate for Operators of Public Water Treatment and Purification Plants as required by the NYS Department of Health and NYS Sanitary Code within six months from date of appointment. This certificate must be maintained throughout employment as an Assistant Filtration Plant Operator as required by the NYS Sanitary Code.

All applicants must apply in writing for this position and specifically detail all experience. This application is to be submitted to Jason C. Shell, Administrator, Room 511 City Hall by Friday, December 29, 2017.

  
 Steven J. Stepniak  
 Commissioner