



Our Future Starts  
With *you!*

**POSITION:** Process Operator II (HELPS)

**DEPARTMENT:** Albany County Water Purification District

**SALARY:** \$49,708 - \$57,343

**LOCATION:** 1 Canal Road S., Albany, NY 12204

**BENEFITS:**

- ▶ Paid Time-Off
- ▶ Tuition Reimbursement
- ▶ NYS Retirement
- ▶ Health, Dental, Vision and Hearing
- ▶ Employee Assistance Program

**DESCRIPTION:**

This is routine but important technical work involving the efficient operation and maintenance of a Type A Wastewater Treatment Plant with facilities for screening, grit removal, incineration and biological oxidation by the activated sludge process. The work is performed under general supervision of an operator qualified to be in charge of the operation of the plant. Supervision may be exercised over subordinate employees in the performance of their assigned duties. This position differs from the Process Operator I in that it involves additional skill and training. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma **AND EITHER:**

- A. One (1) year of experience in the operation and maintenance of a Type A Sewage Treatment facility or industrial facility where work of a similar nature is performed, OR;
- B. Successful completion of the Albany County Water Purification District apprenticeship program for the title.

**SPECIAL REQUIREMENTS:**

- Eligibility for and possession of a valid New York State driver's license at time of appointment and continuously thereafter.
- Within one (1) year of appointment, must possess a 2A Wastewater Operator License issued by the New York Water Environment Association and continuously thereafter.

**Please submit a resume with this application.**

**POINT OF CONTACT FOR INQUIRIES:**

[district@albanycountyny.gov](mailto:district@albanycountyny.gov)

**Candidates will not have to take an exam for this title.** This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

