



Our Future Starts  
With *you!*

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

**DEPARTMENT:** Water Purification District

**SALARY:** \$46,411-\$49,237

**WORK LOCATION:** North Plant or South Plant

**BENEFITS:**

- ▶ Generous Paid Time-Off
- ▶ Health, Dental, Vision and Hearing
- ▶ NYS Retirement System
- ▶ Tuition Reimbursement
- ▶ Work-Life Balance
- ▶ Public Service Loan Forgiveness

**DESCRIPTION:**

This is a trainee position involving responsibility for learning the duties and routines in the operation and maintenance of a sewage treatment plant. The incumbent in this position undergoes on-the-job training to become qualified as an operator of sewage treatment plant. The work is performed under immediate supervision of a qualified operator. Does related

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma and six (6) months of experience in the plumbing/mechanical trades

**SPECIAL REQUIREMENTS:**

Possession of a valid New York State Driver's license at time of appointment;

Must successfully pass the Wastewater Basic Operations Course as outlined in the New York Water Environment Associates Wastewater Treatment Plant Operations Certification Manual within one (1) year of permanent appointment.

**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.

