

**PLEASE POST - AMENDED**

**#2024-05**

JOB OPENING

**TITLE: ASSISTANT SUPERINTENDENT WASTEWATER PUMP STATION  
(Provisional/Permanent)**

**DEPARTMENT:** Main Pump Station

**SALARY:** Pursuant to the TCSU Bargaining Agreement

**SHIFT:** Normally 3 – 11 pm, Sunday through Thursday\*  
\*Incumbent is subject to call on 24-hour basis including Saturdays, Sundays, and Holidays

**DATE:** January 29, 2024

DISTINGUISHING FEATURES OF THE CLASS

The work involves assisting the superintendent supervising the operations and maintenance of a municipal wastewater pump station. Under the direction of the superintendent, the incumbent compiles forms and reports required by regulatory governmental agencies. Supervision is exercised over pump station operators and maintenance workers; does related work as require.

TYPICAL WORK ACTIVITIES

Acts in capacity of superintendent during the superintendent's absence. Must be familiar with all aspects of the duties of the chief operator and must have knowledge on all aspects of the maintenance, administration, recordkeeping and computer knowledge that is necessary for assuming the duties of superintendent;  
Assists superintendent by assuming full control of the Main Pump Station operators on his shift. He will work on second shift including a Saturday or Sunday;  
Assists superintendent in the completion and submission of any and all forms required by other governmental agencies such as the Buffalo Sewer Authority, NYSDEC and USEPA. He shall keep records and any other operational data together with, and as directed by the superintendent.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of practices used and equipment required in operation and maintenance of a municipal wastewater pump station; good knowledge of federal and state regulations and laws; ability to supervise effectively the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to work with computerized operations; ability to supervise and participate in the laboratory practices and procedures; ability to supervise and participate in the laboratory operations of a pump station; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

Graduation from high school or possession of a high school equivalency diploma and three (3) years supervisory experience in the operation and maintenance of a wastewater pump station or wastewater treatment plant.

Note: Verifiable part-time and/or volunteer experience will be prorated toward meeting full-time experience requirement.

**THIS NOTICE IS POSTED IN COMPLIANCE WITH THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF CHEEKTOWAGA AND THE TOWN OF CHEEKTOWAGA SUPERVISORY UNIT AND SHALL REMAIN POSTED FOR A PERIOD OF FIVE (5) WORKING DAYS. PLEASE SUBMIT AN ORIGINAL BID APPLICATION ADDRESSED TO THE PERSONNEL DEPARTMENT, A COPY OF SAME TO THE PRESIDENT OF THE TOWN OF CHEEKTOWAGA SUPERVISORY UNIT (Mark Christel) AND THE SUPERINTENDENT OF THE WASTEWATER PUMP STATION (Michael Malobecki).**