



Notice of Vacancy

Date Posted: October 19, 2023

Title of Position: Industrial Waste Administrator (Managerial)

Number of Vacancies: One (1) Provisional Appointment

Salary Range: \$85,892-\$106,275

Location: Treatment Plant-Industrial Waste

Shift: 7:30-3:30

Job duties include but aren't limited too:

Responsibility for the administration and implementation of the Industrial Waste Program for the Buffalo Sewer Authority. Duties include the enforcement of regulations, and state and federal guidelines through a highly specialized enforcement assistance program. Responsible for the administration of the Industrial Waste Control Program which includes pre-treatment, user charge/industrial cost recovery (ICR) management and spill control activities; Develops and conducts seminars and workshops to assist and inform industry representatives with respect to industrial waste control, industrial categorical field and enforcement of guidelines and regulations; Reviews plans and specifications for industrial pre-treatment facilities; Supervises and participates in the preparation of compliance reports to the Environmental Protection Agency and NYS Department of Environmental Conservation; Investigates instances of non-compliance with pre-treatment standards and requirements and recommends appropriate enforcement actions; Supervises and participates in user charge/ICR formula development and assessment of costs to industries and contracted municipalities; Supervises the determination of industrial hydraulic and chemical loading; Supervises and participates in the analysis of industrial self-monitoring reports; Supervision is exercised over technical and clerical employees assigned to the Industrial Waste Division; Performs other duties as required.

Minimum Qualifications:

Promotional:

Continuous and permanent status in the Buffalo Sewer Authority as an Associate Chemist or Associate Engineer for one year. All applicants must have five years of full time responsible experience in an administrative or supervisory capacity over major program areas; two years of which must have been in a field related to industrial waste control (pre-treatment program).

Open Competitive:

Bachelors Degree from an accredited college or university in Chemistry, Biology, Environmental Science, Chemical, Civil or Industrial Engineering and five years of full time responsible experience in an administrative or supervisory capacity over major program areas; two years of which must have been in a field related to industrial waste control (pre-treatment program); **OR** Associates Degree from an accredited college or university in Chemical Technology, Biology, Engineering Science or Environmental Science and seven years of full time responsible experience in an administrative or supervisory over major program areas; two years of which must have been in a field related to industrial waste control (pre-treatment program).

All applicants must apply in writing for the above position and specifically detail all experience and qualifications related to the position. The resume/letter of interest is to be submitted to

BSA_HR@buffalosewer.org or mailed directly to:

Gelea Y. James
Director of Employee Relations
Buffalo Sewer Authority
1038 City Hall
Buffalo, NY 14202

ALL APPLICANTS MUST RESIDE IN THE CITY OF BUFFALO

*RESUMES AND/OR LETTERS OF INTEREST MUST BE RECEIVED BEFORE THE CLOSE OF BUSINESS ON
November 19, 2023*