



Notice of Vacancy

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| Date Posted: | October 28, 2025 |
| Title of Position: | Millwright |
| Number of Vacancies: | Six (6) Provisional Appointments |
| Salary Range: | \$28.54-\$33.13/hour; \$59,363-\$68,910 annually |
| Location: | Treatment Plant (Maintenance) |
| Employment Type: | Full Time |
| Benefits: | Full Benefits, Outlined Below |

Job Duties:

Distinguishing Features of the Class

An incumbent to a position in this class is responsible for the efficient up-keep of machines and mechanical equipment in a large plant including installation and repair of machines and equipment. This is important work responsible for the setting-up and any changes in the layout of heavy types of machines and equipment. Work assignments are performed in accordance with established methods and procedures. Supervision may be exercised over assigned employees.

Typical Work Activities

Installs machinery and equipment according to layout plans, blueprints and other drawings;
Utilizes various measuring devices, i.e., squares, micrometers, calipers and plum bobs in erecting machinery foundations and installation of machinery in correct position and alignment;
Operates hoists, dollies, rollers and trucks to aid in the moving of heavy machinery;
Adjusts, removes and repairs charging hopper gates;
Maintains and repairs ash hopper gates, grate shafts, furnace cones, grate bars and crusher curtains;
Replaces drive motors and belts;
Repairs valves, sprays, pipes, pumps and fans;
Replaces cables on cranes and dampers;
Repairs and aligns drive and control shafts;
May fabricate parts and equipment used in the performance of work;
May repair and lubricate machines and equipment,
Requisitions the necessary materials and supplies as needed;
Drives to and from work sites and vendor locations;
Performs related work as required.

Minimum Qualifications:

Promotional

Continuous and permanent status in any city department as a Millwright Helper for one year.

Open Competitive

(A) Successful Completion of an Apprenticeship Program for Millwright (4 years) and one year of full time experience at the skilled craft worker (journeyman) level
(Certificate of Completion must be presented at time of filing application.)

OR,

(B) Five years of full time verifiable experience as a Millwright, one year of which must have been at the

skilled craft worker (journeyman) level.

NOTE: Candidates who qualify under this provision must present at time of filing application an affidavit(s) from an employer(s) verifying the above work experience including the one year at the skilled craft worker level. This affidavit(s) must include dates of employment and duties performed.

Special Requirement:

Possession of a current NYS Drives License which must be presented at time of appointment and maintained during employment.

Skilled Craft Worker Level is defined as working independently; assisting or helping a Millwright is not considered skilled craft worker level.

NOTE: Verifiable part-time experience will be pro-rated to meet the full time experience requirements.

Additional Requirement:

All employees of the Buffalo Sewer Authority must be able to prove continued residency within the City of Buffalo for the duration of their employment.

Supplemental Information

Good knowledge of the common practices, tools, terminology and safety precautions of the trade;

Ability to apply such knowledge to work assignments;

Ability to lay-out and set-up machinery and equipment;

Ability to operate machines, equipment and other devices pertaining to the trade;

Ability to work from plans and sketches; Ability to follow oral and written instructions;

Mechanical aptitude; Good motor, hand and eye coordination; Manual dexterity;

Physical condition commensurate with the duties of this position.

An incumbent to a position in this class performs beginning level professional sanitary engineering work in connection with the design, inspection, maintenance or construction of sanitary engineering projects, ie., storm and sanitary sewers, pumping stations, sewage treatment plant, etc. The incumbent carries out complex technical duties and applies the principles of sanitary engineering to a variety of engineering problems, either as a regular assignment or as a training experience. Work is performed under the direct supervision of a higher ranking engineering employee. Supervision may be exercised over a small number of sub-professional or engineering aides.

Why the Buffalo Sewer Authority is a Great Place to Work:

Working at the Buffalo Sewer Authority is more than just a job, it is your path to a career. Most all positions at the BSA promote into other positions, providing you with a career path for advancement and growth.

The Buffalo Sewer Authority also provides an exceptional, second-to-none, benefits package to meet the diverse and changing needs of our employees, which includes:

- Generous family healthcare at little or no cost to you, including:
 - Medical, Vision and Dental Coverages
- Life Insurance (basic and supplemental)
- Tuition reimbursement for continuing certifications, licensures and college courses
- Membership into the New York State retirement and pension system
- 457b – New York State Deferred Compensation Plan
- Substantial leave time, including:
 - Vacation, personal leave and sick leave days
- 14 paid holidays annually
- Employee Assistance Program for employees and family members

How to Apply:

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:

Crystalee Lozada, Human Resources
Buffalo Sewer Authority
1038 City Hall
Buffalo, NY 14202

Or via email to: BSA_HR@buffalosewer.org

**RESUMES AND/OR LETTERS OF INTEREST MUST BE RECEIVED BEFORE THE CLOSE OF BUSINESS
ON November 14, 2025.**

****Employment with Buffalo Sewer will adhere to the rules and regulations of New York State Civil Service Law. ****