

## *Notice of Vacancy*

<b>Date Posted:</b>	October 28, 2025
<b>Title of Position:</b>	Senior Engineer
<b>Number of Vacancies:</b>	One (1) Provisional Appointment
<b>Salary Range:</b>	\$74,600-91,451 Annually
<b>Location:</b>	1038 City Hall, Administration (Engineering)
<b>Employment Type:</b>	Full Time
<b>Benefits:</b>	Full Benefits, Outlined Below

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### **Job Duties:**

#### **Distinguishing Features of the Class**

Senior Engineers perform technical engineering work of considerable difficulty and may supervise a unit in a specialized phase of engineering activities. Incumbents perform engineering work involving the responsibility for planning and supervising a unit engaged in specialized phase of engineering or assisting in the planning and coordinating a major phase of the overall engineering programs. Work is performed in accordance with established policies and procedures permitting latitude for independent action and requires a considerable degree of technical judgment. Incumbents work is subject to review for methods, results and accuracy of judgment. Immediate supervision is received from a professional engineer. Senior Engineers provide general and direct supervision to subordinates engaged in a wide range of engineering activities and tasks.

#### **Typical Work Activities**

Supervises and participates in the preparation, review and revision of plans, specifications and design of proposed engineering projects;  
Supervises and participates in the preparation, review and revision of cost estimates, time schedules and contracts for construction jobs;  
Prepares proposals for the procurement of consulting and construction services in accordance with applicable laws, policies and procedures;  
Manages and enforces consultant and construction service contracts from procurement through closeout;  
Reviews and approves invoices for payment of consulting and construction services;  
Plans and administers the activities of units or combinations of units in specialized engineering activities;  
Directs the work of consultants and/or technical staff on specific projects;  
Assists in coordinating and implementing a major phase of the overall engineering project;  
Confers with other City staff, utility companies and various agencies to coordinate projects;  
Supervises and participates in carrying out special studies;  
Gathers, records and analyzes various engineering data;  
Summarizes methods and reviews results;  
Advises, assists and instructs subordinates in carrying out difficult and specialized engineering activities;  
Performs a wide variety of field, laboratory and office work requiring specialized engineering skills and knowledge;  
Prepares communications for the Common Council on engineering activities;  
Inspects the condition of engineering facilities under the jurisdiction of the assigned unit for conformity with plans and specifications;

Prepares communications for the Common Council on engineering activities dealing with city ordinances that affect matters within the scope of the incumbent's sub-section;  
Maintains accurate records and prepares clear and concise reports, correspondence and other related written materials;  
Performs related duties as required.

**Minimum Qualifications:****Promotional**

Continuous and permanent status in any city department as an Assistant Engineer for one year.

**Open Competitive**

(A) Masters Degree in Engineering or a closely related Engineering field and one year of full-time engineering experience;

or,

(B) Bachelors Degree from an accredited college or university in Engineering , Engineering Technology or a closely related Engineering field and two years of full-time engineering experience;

or,

(C) Associates Degree from an accredited college or university in Engineering or Engineering Technology, Civil Engineering Technology, Construction Technology, Construction/Architectural Technology or Engineering Science and four years of full-time engineering experience;

or

(D) Possession of a Professional Engineer's License and current registration.

**Special Requirement:**

Applicants must possess and present a current New York State Drivers License at time of appointment and it must be maintained during employment

\*Applicants hired in the Department of Public Works, Parks and Streets Division of Water may be required to possess a New York State Drivers License.

Approved areas of engineering work experience:

Design, construction, investigation, inspection, analysis, development, maintenance or operation of engineering programs or projects in areas of:

- 1.) civil engineering
- 2.) sewers, water mains, streets
- 3.) related structures/areas

**Additional Requirements**

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****FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

Thorough knowledge of the principles and practices of civil engineering;

Thorough knowledge of the process of design, cost estimating and supervising construction projects of a complicated nature;

Thorough knowledge of the construction, maintenance and design of sewers, water mains, streets and related structures according to established laws and procedures;

Surveying including computations, engineering estimates and specifications;

Ability to express engineering concepts and decisions in drawings, designs and written specifications;

Ability to understand and interpret general municipal law as it relates to consultant construction contract procurement and execution;

Ability to plan, layout and supervise engineering activities;

Ability to effectively communicate both orally and in writing;

Ability to operate a personal computer in the use of application programs including engineering software;  
Ability to interact with citizens to address complaints in a professional and courteous manner;  
Initiative and resourcefulness in solving engineering problems, good professional judgment;  
Physical condition commensurate with the duties of the position.

**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](mailto:BSA_HR@buffalosewer.org)

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**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. \*\*\**