

## *Notice of Vacancy*

**Date Posted:** February 3, 2026

**Title of Position:** Assistant Superintendent of Mechanical Maintenance

**Number of Vacancies:** One (1) Provisional Appointment

**Salary Range:** \$85,064-\$103,971 Annually

**Location:** Treatment Plant (Maintenance & Purchasing)

**Shift:** 7:30am-3:30pm

**Employment Type:** Full Time

**Benefits:** Full Benefits, Outlined Below

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### **Job Duties:**

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

Under the direct supervision of the Superintendent of Mechanical Maintenance, the incumbent is responsible for supervising the activities and work performance of employees engaged in the maintenance, repair, assembly and installation of specialized and standard machinery and equipment used in a treatment plant. The incumbent uses considerable leeway in planning and scheduling work; any major change or improvements are subject to approval of the Superintendent of Mechanical Maintenance. Supervision is exercised over all personnel assigned.

### **Typical Work Activities:**

Assists the Superintendent of Mechanical Maintenance in the overall development of the maintenance program including the computerized maintenance management system, preventative maintenance program, work management, and warehousing;

Supervises the activities and work performance of employees engaged in the maintenance, repair, assembly and installation of specialized and standard machinery and equipment in a treatment plant; Plans and schedules maintenance activities in the plant and remote facilities;

Maintains records of same;

Subject to the approval of the Superintendent, plans any major changes or improvements;

Assigns work and supervises the maintenance and repair of electrical systems, motors power panels and controls, cranes, power operated valves, and various other types of treatment plant equipment and systems;

Assigns work and supervises the maintenance and repair of many types of large and small pumps, compressors, blowers, grit removal equipment, mechanical screens, activated sludge system, disinfection equipment, sludge collectors and removal systems, sludge digestion, and sludge incineration equipment, sludge water and acid handling piping systems, etc.;

Assumes all duties of the Superintendent of Mechanical Maintenance when the latter is absent;

Performs related duties as required.

### **Minimum Qualifications:**

A.) Bachelor's Degree from an accredited college or university in Mechanical or Electrical Engineering or a closely related field and two years of full-time experience in maintenance management of a treatment plant or heavy industry related to the duties of the job;

OR

B.) Associates' Degree from an accredited college or university in Mechanical or Electrical Engineering Technology or closely related field and four years of full-time experience in maintenance management in a treatment plant or heavy industry related to the duties of the job;

OR

C.) Graduation from High School, GED or Equivalency Diploma and six years of full-time experience in maintenance management in a treatment plant or heavy industry related to the duties of the job;

OR

D.) An equivalent combination as defined within the limits of A and B.

**Note:** Verifiable part-time experience will be pro-rated to meet full-time experience requirements. Proof of education must be presented at time of appointment.

### **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. Initial residency waivers may be available for hard-to-fill positions to allow candidates time to establish residency within the City of Buffalo.

### **Supplemental Information:**

Thorough knowledge of the modern practices, principles, methods employed and safety precautions involved in the maintenance, repair, assembly and installation of specialized and standard machinery and equipment in a treatment plant;

Considerable knowledge of mechanical engineering as it applies to the maintenance and repair of electrical systems, power panels and controls, motors, cranes, power operated valves, etc.;

Considerable knowledge of the maintenance and repair of many types of large and small pumps, compressors, blowers, sludge handling equipment, etc.;

Skill in planning and scheduling all maintenance activities in a treatment plant;

Supervision;

Ability to plan and assign the work of others;

Ability to effectively communicate both orally and in writing;

Ability to use a personal computer in the use of application programs;

Professional judgment; resourcefulness; dependability;

Physical condition commensurate with the demands 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 February 20, 2026.**

**APPLICATIONS FOR THIS POSITION WILL BE ACCEPTED ON A ROLLING BASIS. THIS POSITION WILL REMAIN OPEN UNTIL FILLED**

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