

Notice of Vacancy

Date Posted: May 20, 2026
Title of Position: General Manager
Salary Range: \$146,718 annually
Location: City Hall
Employment Type: Full Time
Benefits: Full Benefits, Outlined Below

GENERAL STATEMENT OF DUTIES:

Directs and manages the affairs of the Buffalo Sewer Authority as fixed by the Board of the Authority.

SUPERVISION RECEIVED:

Works under the general direction of the members of the Board who review work for adherence to established policies.

SUPERVISION EXERCISED:

Supervises a number of employees through department heads.

EXAMPLES OF PRINCIPAL DUTIES:

Formulates policies and programs to meet objectives established by the Board: reviews and discusses with Board policies and programs to obtain approval and understanding.

- Implements Board Directives and approved policies and programs:
 - collaborates with department heads in programming the functions and activities to attain authorized objectives.
- Develops and maintains the organization necessary to accomplish planned objectives.
- Directs through the Executive Secretary (Sewer Authority) the conducting and controlling of the administrative and fiscal functions and activities of the Authority.
- Directs through the Principal Engineer, head of the Sewers Department, the planning and carrying out the engineering functions and activities including construction, maintenance and repair of the sewerage system.
- Directs through the Treatment Plant Superintendent the operation and maintenance of the sewage treatment facilities.
- Programs and maintains proper and solvent financial structure involving revenue, expenditure, capital financing and investment.
- Meets with City officials in coordinating activities between the Authority and City Agencies; with public groups on problems affected by the Authority operations; with county and state officials on projects and problems of common interest; with consultants, contractors and association groups on plans, programs and problems involving Authority operations.
- Keeps abreast of current technical developments in the treatment and disposal of waste matters.

This is a critical position overseeing all of Buffalo Sewer Authority.

Position will oversee an \$80 million Budget and 225 employees.

Experience overseeing collective bargaining agreements required.

Experience overseeing complex and multi-year capital projects a must.

Engineering and technical experience preferred.

Experience working with NYS Environmental Facilities Corporation.

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

Minimum Qualifications:

The Authority may employ a General Manager who shall be licensed to practice professional engineering by the State of New York and who shall have been engaged in the practice of professional engineering for at least ten years and shall have been in a responsible position in charge of engineering work for at least five years; or alternatively, a General Manager who shall have had at least ten years of full-time experience in an executive or managerial position in the public service or in business administration or an equivalent combination of training, education and experience sufficient to indicate ability to perform duties of the office.

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

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:

GM_Applications@buffalosewer.org

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