

Notice of Vacancy

Date Posted: August 26, 2026
Title of Position: Head Electrician
Salary Range: \$29.96 - \$34.96
Location: Treatment Plant / Sewer Maintenance Division
Shift: 7:30am-3:30pm
Employment Type: Full Time
Benefits: Full Benefits, Outlined Below

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

Job Duties:

Incumbents to a position in this class work as an Electrician at the skilled craft worker level performing the more skilled tasks of the trade. A position in this class is characterized by the responsibility for directing the work of skilled craft workers and helpers and participating in the installation, maintenance and repair of electrical devices, instruments, and equipment. Incumbents work under general direction; however, considerable leeway is allowed for planning the details of the assignment and the tasks and methods used. Incumbents work independently when engaged in troubleshooting in the field and may be on call in the event of a power failure or crisis situation. Supervision is exercised over the skilled craft workers and helpers.

Typical Work Activities:

Supervises and participates in the installation, maintenance and repair of all generating equipment, oil circuit breakers, transformers, switchboard equipment, lighting circuits and fixtures, etc.
- maintains, lubricates, replaces, tests, and relocates numerous high voltage synchronous motors and induction motors, electric cranes and high-tension circuit breakers and transformer stations.
Investigates complaints of defective wiring or defects in any electrical apparatus.
- makes regular inspections of all electrical equipment.
Supervises and participates in the repair and maintenance of draft-fans, heating and ventilating equipment, voltage regulators, etc.
Inspects and approves work done by outside contractors.
Estimates materials and equipment needed for jobs.
Performs more complex and difficult repairs.
Re-routes high voltage power through a 'Loop' system.
Drives to and from work sites.
Performs related work as required.

FULL PERFORMANCE, KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of the design, construction, installation, maintenance and repair of electric instruments, devices, and equipment.
Thorough knowledge of common practices, tools, terminology, and accident precautions of the trade.
Understanding electrical plans, specifications, rough sketches, and mechanical drawings.

Ability to understand and interpret the Electrical Ordinances of the City of Buffalo and the National Electrical Code.

Ability to plan and supervise the work of subordinates.

Ability to work with low, high, and extra high voltage circuits.

Ability to work in high places and climb ladders in the servicing or installing of interior and exterior lighting.

Good motor, hand, and eye coordination.

Manual dexterity.

Physical condition commensurate with the demands of the position.

Minimum Qualifications:

PROMOTIONAL

Continuous and permanent status in any city department as an **Electrician** at the skilled craft worker level for one year.

Special Requirement

Possession of a current NYS Driver's license, which must be presented at time of appointment and maintained during employment.

OPEN COMPETITIVE

Candidates must meet one of the following:

- (A) Successful Completion of an Apprenticeship Program Classifying as Skilled Tradesman -Electrician sponsored by New York State in conjunction with a local union, private contractor, or employer and one year of full-time experience as an Electrician at the skilled craft worker (journeyman) level, in a supervisory capacity.

Certificate of Completion must be presented at time of filing application.

OR

- (B) Associate degree from an accredited college, university or technical institute in Electrical Technology or a closely related field and two years of full-time experience as in all phases of the installation, maintenance and repair of electrical wiring, equipment and devices, and one year of full-time experience as an Electrician at the skilled craft worker (journeyman) level, in a supervisory capacity.

OR

- (C) **Four years** of full-time verifiable experience in all phases of the installation, maintenance and repair of electrical wiring, equipment, and devices and one year of full-time experience as an Electrician at the skilled craft worker (journeyman) level, in a supervisory capacity.

All candidates 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 must include dates of employment and duties performed.

IMPORTANT INFORMATION

- 1.) **Master's Electrician License** issued by the City of Buffalo and in accordance with Regulations of the City Charter **can be substituted** for experience requirement.
- 2.) **SKILLED CRAFT WORKER LEVEL** is defined as work being performed independently. (Assisting or helping an Electrician is **not** considered to be skilled craft worker level.);

- 3.) **Special Requirement:** Possession of a current NYS Driver's License which must be presented at time of appointment and maintained during employment;
- 4.) **All candidates** must present at time of filing application either the Certificate of Completion of an Apprenticeship Program, proof of education **and/or** the required affidavit(s) from employer(s).

NOTE: Verifiable part-time experience will be pro-rated to meet 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. Initial residency waivers may be available for hard-to-fill positions to allow candidates time to establish residency within the City of Buffalo.

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

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