

Notice of Vacancy

Date Posted:	September 10, 2026
Title of Position:	Instrument Technician
Number of Vacancies:	Five (5) Provisional Appointments
Salary Range:	\$28.54 - \$33.13 per hour
Location:	Treatment Plant / Maintenance & Ovation
Shift:	7:30am-3:30pm
Employment Type:	Full Time
Benefits:	Full Benefits, Outlined Below

Job Duties

This is a highly skilled position involved in installing, repairing, maintaining and adjusting instruments and processors used to measure and control variables in the wastewater treatment plant and substations. An Instrument Technician disassembles, troubleshoots, reassembles, cleans, tests and calibrates electrical, hydraulic, electronic, pneumatic and mechanical precision measuring gauges, indicating, recording and control devices, as well as analytical instruments. Duties include establishing and troubleshooting communications between field devices and the distributed control system (DCS). Communications may include wired or wireless I/O, analog, discrete and video signals, field device to programmable logic controller (PLC), PLC to DCS, human ? machine interface (HMI), etc. The incumbent fabricates and changes special parts, instruments and experimental apparatus. Work is performed in either the shop or out in the field. At times, electrical and mechanical skilled workers assist the Instrument Technician as these disciplines may be necessary to accomplish repairs. Immediate supervision is received from the Superintendent of Mechanical Maintenance or a designee, and supervision may be exercised over subordinates assigned.

TYPICAL WORK ACTIVITIES

Installs, repairs, maintains and adjusts indication, recording, communication and controlling instruments used to measure and control variables such as flows, temperature, pressure, motion, forces and chemical addition using tools and precision instruments;

Confirms correct operation and monitoring functions of various control systems and loops;

Disassembles malfunctioning instruments and examines and tests mechanisms and circuitry for defects;

Troubleshoots equipment in or out of control systems and replaces or repairs defective parts;

Reassembles instruments and tests assembly for conformance with specs using instruments such as potentiometer, resistance bridge, manometer, pressure gauge, etc.;

Calibrates and tunes the control system for smooth reliable performance;

Troubleshoots/repairs failed communication links between field devices and control processors as well as the DCS;

Inspects instruments periodically and makes minor calibration adjustments to assure functioning within specified standards;

Performs preventive maintenance of computer equipment and peripheral equipment including but not limited to analog to digital converters, digital to analog converters, magnetic tape transport, card reader, system printers, etc.;

Runs diagnostic maintenance programs using computer (laptop) to identify and isolate control problems in field devices, control processors or control networks;

Communicates with, and under the direction of the Equipment Manufacturer Engineer, participates in the solution of the problem;
Works from blueprints, wiring diagrams, sketches, oral and written directions;
-fabricates parts and devices as required;
Performs related duties as required.

MINIMUM QUALIFICATIONS

Promotional

(A) Continuous and permanent status in the Buffalo Sewer Authority as a Senior Instrument Technician, Senior Sanitary Engineer, Senior Engineer, Assistant Treatment Plant Superintendent, Assistant Computer Systems Engineer Coordinator for one year

OR

(B) Continuous and permanent status in the Buffalo Sewer Authority as a Shift Superintendent or an Assistant Computer Programmer for three (3) years.

Open Competitive

(A) Bachelor's Degree from an accredited college or university in mechanical, electrical or electronic technology;

OR,

(B) Associates Degree from an accredited college, university or technical institute in mechanical, electrical, or electronic technology and two years of full-time qualifying experience*;

OR,

(C) Graduation from High School, GED or Equivalency Diploma with course work in mechanical, electrical or electronic technology and four years of full-time qualifying experience*;

OR,

(D) Six years of full-time qualifying experience*;

OR,

(E) An equivalent combination of the foregoing within the limits of A, B, C and D.

*Qualifying Experience is defined as the maintenance, repair or installation of electronic or industrial equipment and systems.

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.

Supplemental Information

Thorough knowledge of the operation and maintenance of computer controlled systems which involve control processors and software, communications protocols, communication devices, electrical, hydraulic, electronic, pneumatic and mechanical principles, types of instruments, control devices and functions of their component parts;

Thorough knowledge of the techniques, materials and tools used in repairing, adjusting and testing of various electrical and non-electrical precision instruments;

Skill in the use of voltmeters, ammeters, wattmeter's, galvanometers, signal generators, oscilloscopes, potentiometers, resistance bridges and other precision recording and indicating instruments;

Ability to understand and interpret technical manuals, including drawings, specifications, lay-outs, blueprints, and schematics;

Ability to understand and interpret written and oral instructions;

Ability to get along well with others;

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

RESUMES AND/OR LETTERS OF INTEREST MUST BE RECEIVED BEFORE THE CLOSE OF BUSINESS ON September 23, 2026.

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