

# THE HELP PROGRAM

HIRING EMERGENCY LIMITED  
PLACEMENT

## CONTACT

ONTARIO COUNTY HUMAN RESOURCES  
FOR MORE INFORMATION



(585) 396-4465

### EMPLOYEES HIRED UNDER THE HELP PROGRAM:

- *Must meet the minimum qualifications of the position for which they are applying and any other conditions of employment.*
- *Will be eligible for permanent appointment after completing a one-year probationary period and will be granted non-competitive status after successful completion of the probationary period.*

### WE OFFER:

- *Excellent benefits and tuition assistance programs.*
- *Paid holidays. New employees start with five additional vacation days.*
- *Regular raises.*
- *Some positions offer remote work opportunities and work hour flexibility.*

*This temporary program allows for a waiver of Civil Service Examinations for certain titles, in an effort to get qualified candidates quickly into vacant positions.*

## WE'RE HIRING:

### PUMP STATION AND SEWER LINE MAINTAINER

*Starting 2025 Salary: \$60,382.40/ yr (\$29.03/hr).*

QUALIFICATIONS: County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

#### MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and one (1) year of full-time paid experience, or its part-time equivalent, in construction or maintenance of sewer lines including or supplemented by six months experience in the maintenance and repair of mechanical and electrical equipment.

**SPECIAL REQUIREMENT FOR APPOINTMENT:** Possession of a valid New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

Apply: <https://ontario-portal.mycivilservice.com/jobopps>

## PUMP STATION AND SEWER LINE MAINTAINER

DISTINGUISHING FEATURES OF THE CLASS: This position involves the performance of both mechanical and electrical maintenance and repair relative to the general operation of sewage system pumping stations and sewer lines. An incumbent performs daily inspections and maintenance, and in cases of emergencies is expected to be available when notified. Work is performed under general supervision with considerable individual responsibility allowed in the performance of the less skilled maintenance routine. Supervision may be exercised over the work of Pump Station and Sewer Line Maintainer Trainees, Motor Equipment Operators or Laborers employed on a full or part-time basis. Does related work as required.

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Performs normal maintenance and repairs on both mechanical and electrical equipment contained in pumping stations;

Participates in the installation, testing, reading and removal of sewer flow meters;

Initiates repairs to sewer lines and pump station equipment;

Conducts testing in determining both mechanical and electrical functioning of station components;

Performs daily inspections of all pump station units;

Investigates complaints regarding the operation of sewer facilities;

Conducts inspections of sewer lines and manholes for damage and defects and makes records of inspections;

Reports defects in and major damages to sewer system for further action;

Maintains records of consumer sewer use, home lateral inspections, equipment operating and inspection requirements and servicing data;

Operates a pick-up truck in connection with inspection and maintenance activities.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the principles, practices and equipment used in the operation and maintenance of a sewage collection system; good knowledge of the equipment utilized in the pumping station operation; working knowledge of the methods and procedures involved in removing, repairing and installing sewage flow meters; ability to use and understand basic electrical and mechanical test equipment; ability to use basic utility locating devices; ability to use computers; ability to lead others in maintenance activities; ability to withstand heavy labor, inclement weather and longer than normal hours of work in emergency situations; dependability; physical condition commensurate with the demands of the position.

### QUALIFICATIONS:

County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and one (1) year of full-time paid experience, or its part-time equivalent, in construction or maintenance of sewer lines including or supplemented by six months experience in the maintenance and repair of mechanical and electrical equipment.

NOTE: Advanced education degree received will be accepted in lieu of the minimum education noted.

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of a valid New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.