

**ASSISTANT DIRECTOR OF SEWER OPERATIONS**  
**ROCKLAND COUNTY SEWER DISTRICT NO. 1**

The Sewer District is accepting applications for the position of Assistant Director of Sewer Operations. This position for evaluation of basic studies and designs and the review of progress during the planning and construction of pipe lines and facilities of a sewer system as well as for assuming all administrative and engineering responsibilities of the Executive Director of the Sewer District in his absence.

**WORK DESCRIPTION (including but not limited to):**

Checks and supervises the review of basic studies, construction plans, specifications and estimates; studies materials and methods to be used in sewer construction projects; investigates and confers on difficult problems arising on construction and design; designs and prepares specifications on paving contracts, landscaping projects and all engineering projects not covered by contract with consulting engineers; supervises the construction inspection program; conducts special tests of material and equipment; oversees erection of structures and installation of equipment; computes and compares estimates of work done for payment; investigates public complaints; supervises sewer engineering, plant and maintenance activities and assists in a variety of administrative functions.

In the absence of the Executive Director: authorizes expenditures for emergency repairs to maintain the system; authorizes and signs payroll certifications, payment vouchers, executive warrants, reports to State and Federal Regulatory Agencies and personnel appointments; represents the Executive Director at Board of Sewer Commissioners and County Legislative Committee meetings; signs and certifies plans for construction projects; maintains liaison with and directs the activities of consultants to the Board of Sewer Commissioners; maintains all operations records and reports and order supplies and equipment needed to maintain full and effective operation of the facilities.

**MINIMUM QUALIFICATIONS:** Possession of a professional engineer's license issued by the State of New York, the qualifications for which must have included or been supplemented by three (3) years of experience in civil or sanitary engineering, one (1) year of which must have been primarily concerned with the design and /or construction of large-scale sewer lines or treatment plants.

**SPECIAL REQUIREMENTS:** Possession of a New York State Professional Engineer's license which must be maintained throughout the course of employment in this title. Possession of a driver's license. Pre-employment medical examination.

**HOW TO APPLY:**

Please mail, fax, or email resume to:

Jean Langan  
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Fax (845-) 365-6686  
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