



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Public Works

CIVIL SERVICE TITLE: Assistant District Supervisor

CLASSIFICATION TYPE: Competitive (Provisional)

SALARY (GRADE): \$49,023 (22B) Plus Excellent Benefits

APPLICATION DEADLINE: February 28, 2025

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for overseeing the efficient and economical operation and maintenance of road and bridge maintenance and construction projects in one of the County's maintenance districts. An incumbent in this position assists with the planning, organizing, and directing of construction and maintenance activities in the maintenance district. This position differs from that of labor supervisor, because of increased work planning and supervisory responsibilities. The work is performed under general supervision in accordance with established policies and methods but requires the exercise of independent judgment. Supervision is exercised over the work of several crews of maintenance personnel and motor equipment operators. The incumbent performs related work as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of Associate's degree in engineering technology, Construction Technology, or a closely related field **AND** four (4) year of experience in the maintenance or construction of roads and sewers or related public works activities, one (1) year of which shall have been in a supervisory capacity; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** six (6) years of experience in the maintenance or construction of roads and sewers or related public works activities, one (1) year of which shall have been in a supervisory capacity; **OR**
- (C) Eight (8) years of experience in the maintenance or construction of roads and sewers or related public works activities, one (1) year of which shall have been in a supervisory capacity.

SPECIAL REQUIREMENTS:

1. Possession of a valid Commercial Driver's License Class B or higher without air brake restriction at time of application and for duration of appointment.
2. Possession of an OPP (one person plowing) Certification within one year of appointment and for duration of appointment.
3. Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred, if qualifying under (A).
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Verifiable part-time experience as described above will be pro-rated toward meeting full-time requirements.

****Oneida County is an equal opportunity employer****

*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 01/24/2025