



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Emergency Services
CIVIL SERVICE TITLE: Deputy Director of Emergency Services
CLASSIFICATION TYPE: Competitive
SALARY (GRADE): \$81,109 (39M) Plus Excellent Benefits
APPLICATION DEADLINE: December 31, 2026
APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This position exists in the County and the incumbent is responsible for assisting the Director of Emergency Services in the county-wide multi-agency emergency planning program, including preparation of emergency plans, coordination of training activities; supervision of paid and volunteer emergency services staff, budget preparation and management. An employee in this class assists in the coordination of the response of local government and emergency services to disaster situations. The incumbent represents the Director of Emergency Services in the coordination of emergency planning activities with State and Federal agencies, as required. The work is performed under the general supervision of the Director of Emergency Services, with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over paid and volunteer emergency services staff. The incumbent performs related work as required..

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

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor Degree in business administration, public administration, criminal justice, fire science, emergency management or a closely related field **AND** two (2) years of experience as a supervisor in an emergency service agency*; **OR**
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate Degree in business administration, public administration, criminal justice, fire science, emergency management or a closely related field, **AND** four (4) years of experience as outlined in (A).

***Definition:** Supervision is over the work of emergency personnel responding to a crisis and has responsibility for the assignment and review of work, providing work instruction, the evaluation of work performance, maintenance of work standards, handling absenteeism, discipline, input on hiring and firing.

SPECIAL REQUIREMENTS: Possession of a valid New York State driver's license at time of application. License must remain valid throughout appointment in order to meet the transportation requirements of the job.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
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 and/or volunteer experience as defined in (A) above will be pro-rated toward meeting full-time experience 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 7th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

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