

**Title:** Water and Wastewater Maintenance Helper  
**Department:** Department of Public Works (DPW)  
**Location:** Village of Saranac Lake  
**Jurisdictional Class:** Non-Competitive Class Appointment  
**Full Time:** 40 hours per week  
**Application deadline:** Until position is filled  
**Hourly Rate:** \$19.38/Hour  
**Residency:** Residency is waived

---

**Distinguishing Features of the Class:**

These duties involve working with water and wastewater lines. The work is performed under the direction of high-ranking department employees who provide training and guidance. Does related work as required.

**Typical Work Activities:**

- A. Learns and assists in the cleaning of wastewater lines and the general maintenance and surveillance of water lines;
- B. Assists in the replacement of broken water and wastewater lines;
- C. Answer calls from individuals and determines if necessary work is a responsibility of individual property owners or the municipality;
- D. Learns the maintenance and operation of water and wastewater treatment and/or pumping stations and assists in this work;
- E. May be assigned to assist in the wastewater treatment plant;
- F. May perform custodial duties in connection with maintenance of buildings and grounds.

**Full Performance, Knowledge, Skills, Abilities, and Personal Characteristics:**

- A. Ability to learn the practices, problems and safety precautions used in the maintenance and repair of water and wastewater lines;
- B. Working knowledge of tools and equipment used in maintaining water distribution and wastewater collection systems;
- C. Ability to perform heavy manual work for extended periods;
- D. Willingness to work under adverse weather conditions;
- E. Willingness to work unusual hours;
- F. Dependability.

**Minimum Qualifications:**

Graduation from high school or possession of a high school equivalency diploma.

**If Position Requires:**

Must have a valid driver's license upon application.

**Generous benefits package including NYS Retirement System**

**HOW TO APPLY:**

1. Please send a resume and [application](#) with references to:  
Village of Saranac Lake  
Attn: Payroll Department  
39 Main Street  
Suite 9  
Saranac Lake, NY 12983
2. Applications will be accepted until position is filled.
3. The Village will contact prospective applicants to schedule interviews; please do not call the office directly.

---

The Village of Saranac Lake is an Affirmative Action/Equal Opportunity Employer. We welcome job applications from qualified individuals without regard to race, color, religion, sex, national origin, age, disability, ancestry, family care status, veteran status, marital status, sexual orientation or any other lawfully protected status.