



## OSWEGO COUNTY SPECIAL DISTRICTS PROJECT ADMINISTRATOR

The Oswego County Community Development, Tourism and Planning Department has an immediate opening for a Special Districts Project Administrator to oversee the formation, consolidation, financing, and administration of special districts, specifically focusing on sewer and water services. The role will involve working on regional development projects, managing communication with local municipalities and state and federal agencies, and ensuring the smooth operation and budgeting of special districts. The individual in this role will also be responsible for overseeing critical infrastructure improvements and handling tasks related to sewer collection systems, particularly addressing inflow and infiltration (I&I) issues, and managing wastewater treatment plant upgrades.

**Qualifications:** Bachelor's degree in business administration, public administration, civil engineering, applied sciences, environmental engineering or related technical degree and six (6) years of supervisory or management level experience in civil engineering, wastewater and collection, and/or operations experience in the field of water pollution construction, wastewater and/or sewer engineering; **OR** Associate degree the fields listed above and eight (8) years of experience as listed above; **OR** Graduation from high school or possession of an equivalency diploma and ten (10) years of experience as listed above. **SPECIAL REQUIREMENT:** Possession of a valid New York State Code Enforcement Official Certification and New York State Drivers' License at the time of appointment and must be maintained throughout employment.

**Starting Salary:** \$55,597 per year. Oswego County offers a competitive benefit package including: health insurance, life insurance, and NYS retirement. Candidates may be eligible for the Public Service Loan Forgiveness program.

**To Apply:** Review of applications will begin immediately and continue until position is filled. Visit our website to complete an online application or submit a paper application to the address below. Please include a resume and cover letter with your application.

Oswego County Human Resources Department  
46 East Bridge Street  
Oswego, New York 13126  
(315) 349-8209 Fax: (315) 349-8254  
Email: [humanresources@oswegocounty.com](mailto:humanresources@oswegocounty.com)  
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