



Orleans County Soil & Water Conservation District

446 West Avenue Albion, NY 14411 Phone: (585)589-5959 Fax: (855)347-7122

Vacancy Announcement

VACANCIES: One in the Orleans County Soil and Water Conservation District

SALARY: Commensurate with experience.

DUTIES: Supervises or assists in the supervision of a county or multi-county environmental resource and conservation program. This position involves the execution of environmental and conservation programs on both private and public properties. The work will include the supervision of persons involved in the efficient use of machinery and material in carrying out the environmental conservation program. Employees in this class may assume limited administrative duties in the planning and execution of the district program. General Supervision is exercised over all other district employees. These functions will be performed under the direction of the District Board of Directors and in some cases under the supervision of the Conservation District Senior Field Manager. Does related work as required.

MINIMUM QUALIFICATION: EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor Degree in Physical Science, Environmental Science, Business Administration, Marketing, Civil Engineering or related field **AND** on (1) year of experience in soil and water conservation or related field; **OR**
- (B) Graduation from a regionally accredited or NYS registered college or university with an Associate Degree in Natural Resource Conservation, Civil Technology, Forest Technology, Construction Technology or related field **AND** two (2) years of experience in soil and water conservation or related field; **OR**
- (C) High school graduation or possession of a high school equivalency diploma and four (4) years of experience in soil and water conservation.
- (D) An equivalent combination of training and experience as defined by the limits of (A) and (B).

Substitution of Education for Experience: Two (2) full years of Graduate level education (27) hours is equivalent to one (1) year of experience.

SPECIAL REQUIREMENT: Possession of a valid NYS Drivers' License at time of appointment.

NOTE: It is vital that you submit with your application, all information necessary to show your qualifications for examination. If your qualifications include a degree, please include a copy of your transcript(s) with your application.

To Apply

1. Call the SWCD office at 585-589-5959 to request an application.
2. Send application, resume, letter of interest, three letters of reference, and transcripts to Orleans County SWCD, 446 West Avenue, Albion, NY 14411.
3. Applications should be submitted by 3:30 pm on November 9, 2018.
4. Before submitting your application. **BE SURE EVERY QUESTION IS ANSWERED. AN INCOMPLETE APPLICATION MAY BE DISAPPROVED.**
5. Approved candidates will be notified when and where to appear for an interview.

ORLEANS COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER!

“Providing Today, Protecting Tomorrow”