



**Office of Personnel and Civil Service
Job Announcement
Please Post Conspicuously**

Michael Mascarenas
County Manager

Shaun Gilliland
Chairman of the Board

TITLE: **PUBLIC WORKS MAINTENANCE SUPERVISOR (*Anticipated Vacancy*)**
(Provisional * Appointment)

SALARY: \$29.74/HR.
Current employees hired **PRIOR** to 2009, please contact the Personnel Office for rate of pay

LOCATION: Essex County Department of Public Works, Lewis

BENEFITS: Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 40 work weeks (Monday-Friday).

JOB SUMMARY: The work involves responsibility for the efficient and economical use of employees, materials and equipment in maintenance and construction activities in the Public Works system. The work is performed under the general direction of the Superintendent of Public Works permitting considerable leeway in carrying out the details of the work. The work is reviewed by inspections and through reports. Supervision is exercised over the activities of equipment operators and laborers. The incumbent does related work as required.

MINIMUM QUALIFICATIONS:
Four years of experience in the construction and maintenance of Public Works projects.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for an appropriate New York State Driver's License.

Residency Requirement: There is no residency requirement.

(OVER)



Essex County Dept. of Personnel & Civil Service
Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932



essexcountyny.gov/personnel-and-civil-service



518.873.3360

Essex County is an Equal Opportunity Employer

Additional Information: Qualified candidates will be subject to a Civil Service examination to be announced at a later date. Applications will be accepted until the closing date for the examination. People seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

Posting Date: July 30th, 2025

Application Deadline: August 11th, 2025

*The term **provisional** means that you will be required to take the next civil service examination for this title and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.



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