



Ontario County Department of Human Resources
3019 County Complex Drive
Canandaigua, NY 14424
www.ontariocountyny.gov ~ ~ (585) 396-4465

Vision: A vibrant community where every citizen has the opportunity to be healthy, safe and successful

Mission: Provide strategic and responsive public services that are fiscally responsible and sensitive to the diverse and changing needs of our community

JOB OPENING NOTICE

JOB POSTING #: 25-026 **POSTING DATE*:** **FROM:** 3/24/2025 **TO:** Until Filled

JOB TITLE: WEED HARVESTER OPERATOR, SEASONAL (x2)

RATE OF PAY: 2025 Starting rate: \$23.00/hr

LOCATION: Ontario County Planning Department - Work performed in/around Honeoye Lake

MINIMUM QUALIFICATIONS AS SHOWN ON JOB DESCRIPTION

QUALIFICATIONS: County Values: All employees of Ontario County are expected to uphold and exhibit the County’s shared values and behaviors to achieve the County’s Vision and Mission.

MINIMUM QUALIFICATIONS: Two (2) years of full-time paid experience, or its part-time equivalent, involving the operation of aquatic weed or farm harvesting equipment and/or the operation of gas or diesel engines.

SPECIAL REQUIREMENT FOR APPOINTMENT: Possession of a valid Class B New York State Commercial Drivers’ License at the time of appointment and maintenance of such license throughout the tenure of employment in the position.

APPLICATION DEADLINE / LAST FILING DATE*: 6/30/2025 or Until Filled

* Last filing date established for an announced exam always supersedes posting date.

HOW TO APPLY: All applications must be received through the [Ontario County Civil Service Employment Portal](#).

Ontario County is an Equal Opportunity Employer and, as such, offers equal opportunities for all qualified applicants with no discrimination as to age, race, color, creed, sex, national origin, sexual orientation, military status, predisposing genetic characteristics, marital status, domestic violence victim status, disabilities or, in certain circumstances pursuant to Executive Law 296, conviction record. Any person with a disability requesting reasonable accommodations in order to participate in examinations will be accommodated.

ONTARIO COUNTY JOB POSTING INSTRUCTIONS

New vacancies for all Labor Class, Non-Competitive Class, and Provisional appointments will be posted for at least seven (7) working days in all departments prior to being filled. The job can be posted longer, if desired. If there is any question whether or not a job title should be posted, contact Human Resources.

1. A Department Head must obtain all required approvals (County Administrator in cases of vacant existing positions and Standing Committee/Ways and Means Committee as required for new positions) prior to filling a vacancy.
2. The Department Head (or designee) calls Human Resources at 396-4465 to announce the job opening and to request a Job Posting Number. The job description and the current rate of pay will be provided by Human Resources, if needed.
3. The initiating department completes the Job Opening Notice including all relevant information about the job opening and the Job Posting Number. Be sure to use a posting date that allows all departments to receive and post the job for at least seven (7) working days. The "Application Deadline/Last Filing Date" for Labor and Non-Competitive Class positions can be the same date as the "TO" date. In the case of a Competitive Class position being filled on a provisional basis, ask Human Resources if there is a Last Filing Date because a Civil Service exam may have already been scheduled.
4. Distribute the Job Opening Notice to all departments using the email Department Head Distribution List. In the body of the email please note that the Job Opening Notice must be posted conspicuously for seven (7) days before discarding it.
5. As applications are approved by HR, a copy will be forwarded to the department.

JOBS TO BE POSTED PER CONTRACT

Provisional

Competitive positions being filled provisionally (pending the results of a Civil Service Exam).

Labor Class

Cleaner
Laborer

Non-Competitive

Account Clerk (Part-Time)
Account Clerk-Typist (Part-Time)
Automotive Mechanic
Building Maintenance Assistant
Building Maintenance Mechanic
Bus Driver
Carpenter
Clerk (Part-Time)
Client Transportation Driver
Cook
Cook-Manager
Document Specialist
Electrician

Non-Competitive, Continued

Food Service Helper
Fire Training Aide (Part-Time)
Food Site Aide (Part-Time)
Heavy Equipment Mechanic
Heavy Equipment Mechanic /Fabricator
Investigator (Public Defender)
Mechanical Systems Maintenance Supervisor
Motor Equipment Operator I
Motor Equipment Operator II
Motor Equipment Operator III
Motor Equipment Operator IV
Painter
Registered Professional Nurse
Senior Building Maintenance Assistant
Typist (Part-Time)
Working Supervisor – Bureau of Highways