

## PROPOSED DUTIES STATEMENT

### First Deputy Commissioner (DOT)

As chief operating officer of the Department of Transportation (DOT), develops and promulgates policy to further the agency's mission.

Provides executive direction to DOT's operational divisions and the Borough Commissioners' Offices.

Works closely with the Commissioner to conduct oversight reviews and modify the delivery of DOT programs in order to meet agency targets.

Represents the agency at press conferences, community meetings, legislative hearings, and other public meetings; initiates complex action entailing the coordination of multiple agency divisions, governmental agencies, and community groups.

Performs related duties at the request of the Commissioner. In the absence of the Commissioner, assumes all duties.