

**City of New York  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Citywide Job Vacancy Notice**

<b>Civil Service Title:</b> Motor Vehicle Supervisor	<b>Level:</b> N/A	
<b>Title Code No:</b> 91232	<b>Annual Salary:</b> \$42,506 / \$48,882 - \$48,882	
<b>Office Title:</b> Motor Vehicle Supervisor	<b>Work Location:</b> Wards Island	
<b>Division/Work Unit:</b> Bureau of Wastewater Treatment/Residual Operations/Transportation	<b>Number of Positions:</b> 1	
<b>Hours/Shift:</b> 40 Hours per week/Day	<b>Agency Tracking #:</b> N/A	
<b>Job Description</b>		
<p>Under general supervision of the Senior Motor Vehicle Supervisor, the selected candidate will supervise the daily operations of the Residuals Handling Facility, transfer pad and a large-scale motor vehicle dispatching operation; supervise the dispatching and routing of vehicles assigned to the Transportation Section; direct the assignment and training of Motor Vehicle Operators; investigate complaints related to motor vehicle servicing, dispatching or repairs; supervise records keeping related to motor vehicles and mobile equipment; initiate or review requisitions for necessary supplies and automotive servicing equipment; and instruct employees in the operation of specialized motor equipment, such as load-lugger, roll-off and other heavy trucks.</p>		
<b>Qualification Requirements</b>		
<p>1. One year of permanent service in the title of Motor Vehicle Operator; <i>or</i>  2. One year of full-time satisfactory experience as a motor vehicle dispatcher or manager of an automotive service garage.  <b>LICENSE REQUIREMENT-</b> For appointments within the Bureau of Wastewater Treatment, a Class B commercial driver's license valid in the State of New York is required. Employees must maintain the Class B commercial drivers license for the duration of their employment.</p>		
<b>Essential Skills</b>		
N/A		
<b>To Apply:5</b>		
<p>Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.  The JVN# is located at the lower right corner of this page.  NYC Department of Environmental Protection  Recruitment Office: 59-17 Junction Boulevard -18<sup>th</sup> Floor - Flushing - NY 11373-5108  <i>OR</i>  Via E-mail, please submit your resume in Adobe PDF or Microsoft Word  placing the JVN# on the upper right corner of your resume as well as in the subject line to:  <a href="mailto:Recruit@dep.nyc.gov">Recruit@dep.nyc.gov</a></p> <p>For more information about DEP, visit us at: <a href="http://www.nyc.gov/dep">www.nyc.gov/dep</a>  Residency restrictions apply to this position.  Appointments are subject to OMB approval.</p>		
<b>Post Date:</b> 08/15/2011	<b>Post Until:</b> 08/29/2011	<b>JVN:</b> 826-12-89130-WT

**The City of New York is an Equal Opportunity Employer**