

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

**Citywide Job Vacancy Notice**

<b>Civil Service Title:</b> Administrative Engineer	<b>Level:</b> M1	
<b>Title Code No:</b> 10015	<b>Annual Salary:</b> \$49,492 / \$53,373 - \$136,198	
<b>Office Title:</b> Engineer-in-charge, Capital Drainage Section	<b>Work Location:</b> 59-17 Junction Blvd.; Flushing , NY	
<b>Division/Work Unit:</b> Bureau of Water & Sewer Operations/Capital Planning & Development/Capital Drainage	<b>Number of Positions:</b> 1	
<b>Hours/Shift:</b> 35 Hours per weeks/Day	<b>Agency Tracking #:</b> N/A	
<b>Job Description</b>		
Under direction, with some latitude for the exercise of independent judgment or action, the selected candidate will serve as Engineer-in-Charge of the Capital Drainage Section; supervise a group of in house engineers/technicians; act as Project Manager for sewer system analysis/drainage plan design contracts; perform highly difficult and technical complex big area sewer system analysis and/or drainage plan design work; review and supervise drainage plan design work by the in-house engineers and/or outside consultant; and perform complex hydraulic calculations, perform field investigations, attend technical meetings and lead in the preparation of Comptroller's Reports on existing sewer systems performance for sewer backups and street flooding.		
<b>Qualification Requirements</b>		
A valid New York State License as a Professional Engineer is required. In addition, candidate must have six (6) years of full-time paid experience in civil, mechanical, electrical, chemical or air pollution control engineering work, at least two (2) years of which shall have been as an Administrative Engineer.		
<b>Essential Skills</b>		
The selected candidate should have experience in a large area sewer system analysis and drainage plan design work. The candidate must be familiar with and require using AutoCAD drafting tool, Microsoft Word, Excel, Geographical Information System (GIS) and Sewer Modeling Software etc.		
<b>To Apply:</b>		
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>		
For more information about DEP, visit us at: <a href="http://www.nyc.gov/dep">www.nyc.gov/dep</a> Appointments are subject to OMB approval.		
<b>Post Date:</b> 09/23/2011	<b>Post Until:</b> Filled	<b>JVN:</b> 826-12-93550-WSO

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