

**City of New York**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**Citywide Job Vacancy Notice**

<b>Civil Service Title:</b> Associate Chemist	<b>Level:</b> 02
<b>Title Code No:</b> 21822	<b>Annual Salary:</b> \$60,052 / \$69,060 - \$84,922
<b>Office Title:</b> Associate Chemist	<b>Work Location:</b> Newtown Creek Wastewater Treatment Plant
<b>Division/Work Unit:</b> Bureau of Wastewater Treatment/Laboratory Services/Process Laboratory	<b>Number of Positions:</b> 1
<b>Hours/Shift:</b> 35 Hours per week/Day	<b>Agency Tracking #:</b> N/A

**Job Description**

Under general direction, the selected candidate will exercise primary technical and administrative responsibility for the operation of a large laboratory engaged in chemical analyses work. The selected candidate will work under the supervision of the Laboratory Director, Process Laboratory Section and will be responsible for technical and/or administrative supervision of major laboratory projects involving sample preparation, laboratory analysis and quantification of pollutants and/or toxic substances and chemical elements found in water and bio-solids. Employee will write or review laboratory Standard Operating Procedures; observe techniques of others and train subordinates; assist supervisors in compliance and enforcement of the chemical hygiene plan; supervise maintenance and servicing of computer controlled automated lab instruments equipment; initiate major purchases for lab equipment, instruments or supplies; may initiate research projects; and perform the duties of the supervisor in that person's temporary absence.

**Qualification Requirements**

1. A baccalaureate degree from an accredited college, including or supplemented by 16 semester credits in chemistry and 8 semester credits in any combination of the following areas: chemistry, pharmacology, forensic science, environmental science, toxicology or other natural sciences, and two year of full-time satisfactory experience performing chemical or physical analyses in a laboratory; *or*
2. A satisfactory combination of education and/or experience that is equivalent to "1" above. Education may be substituted for experience on the basis that 30 graduate semester credits from an accredited college in any of the above mentioned areas is equivalent to one year of experience. However, all candidates must have a baccalaureate degree from an accredited college with the specialized credits as described in "1" above.

**Essential Skills**

1. Candidate must demonstrate the ability to communicate in oral and written form effectively to subordinates, peers, and supervisors and outside groups.
2. Instrument troubleshooting skills are necessary as this position involves technical leadership and employee training.
3. Experience at a supervisory level in a NELAC-regulated environmental laboratory, involving computer controlled instruments for analysis of priority pollutants through knowledge of applicable Federal and State regulations in the area of laboratory operation and laboratory safety. Candidate should have basic knowledge of MS Word and Excel.

**To Apply:**

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

*OR*

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:

[Recruit@dep.nyc.gov](mailto:Recruit@dep.nyc.gov)

For more information about DEP, visit us at: [www.nyc.gov/dep](http://www.nyc.gov/dep)

Residency restrictions apply to this position.

Appointments are subject to OMB approval.

**Post Date:** 10/03/2011

**Post Until:** 10/17/2011

**JVN:** 826-12-94466-WT

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