

City of New York
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Upstate Job Vacancy Notice

Civil Service Title: Project Manager	Level: N/A
Title Code No: 22426	Annual Salary: \$48,126 / \$55,345 - \$72,212
Office Title: Project Manager	Work Location: 465 Columbus Ave., Valhalla, NY
Division/Work Unit: Water Supply/Regulatory and Engineering Programs	Number of Positions: 1
Hours/Shift: 35 Hours per Week/Day	Agency Tracking #: N/A

Job Description

Working in Regulatory and Engineering Programs, East of Hudson Stormwater Group, under general supervision, the selected candidate will be responsible for the technical review/inspection of New York City Land Use Permits applications and stormwater pollution prevention plans for compliance with the Watershed Regulations and sound engineering practice in an effort to achieve the Agency's water quality goals; assist with the implementation of programs and tasks required under the 2007 United States Environmental Protection (USEPA) Filtration Avoidance Determination by processing contractor payments, compiling technical data, tracking progress, monitoring site conditions, and preparing annual reports; and will assist with management of Section 145 of the Memorandum of Agreement (MOA) regarding reimbursement of funding for DEP approved stormwater plans.

Qualification Requirements

1. A baccalaureate degree from an accredited college in engineering, architecture, landscape architecture, business administration, or public administration, and one year of full-time satisfactory experience in project management work, such as planning, administering, managing, coordinating, or expediting, for engineering and/or architectural and/or landscape architectural projects; *or*
2. A four-year high school diploma or its educational equivalent and five years of experience as described in "1" above; *or*
3. A four-year high school diploma or its educational equivalent plus any combination of the experience and/or college education as described in "1" above to make up the equivalent of five years of education and experience. One year of credit will be given for each 30 semester credits of college education leading to a baccalaureate degree from an accredited college in engineering, architecture, landscape architecture, business administration, or public administration. Experience which is primarily of a design nature is not acceptable towards meeting the minimum requirements.

Preferred Skills

Experience with contract management, payment processing, familiarity with erosion and sedimentation control methods, hydrologic and hydraulic modeling, on-site soil identification, Geographic Information Systems (GIS) applications, Microsoft Word, Excel, and Access.

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 -18th 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

For more information about DEP, visit us at: www.nyc.gov/dep

Appointments are subject to OMB approval.

Post Date: 1/23/2012	Post Until: 2/3/2012	JVN: 826-12-97539-WS
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The City of New York is an Equal Opportunity Employer