

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

<b>Civil Service Title:</b> Mechanical Engineering Intern	<b>Level:</b> N/A
<b>Title Code No:</b> 20403	<b>Annual Salary:</b> \$43,349 / \$49,851 - \$52,496
<b>Office Title:</b> Mechanical Engineering Intern	<b>Work Location:</b> 96-05 Horace Harding Expway, Flushing, NY
<b>Division/Work Unit:</b> Bureau of Wastewater Treatment/Division of Engineering/Mechanical Section	<b>Number of Positions:</b> 3
<b>Hours/Shift:</b> 35 Hours per Week/Day	<b>Agency Tracking #:</b> N/A

**Job Description**

Under the supervision of the Area Engineer and the Section Chief, the selected candidates will perform the following tasks including assisting engineers in the design and preparation of specifications for capital and expense projects, preparing and administering mechanical engineering projects using Job Order Contracting (JOC). These projects involve the repair, replacement or reconstruction of mechanical equipment in any of the fourteen water pollution control plants and approximately 90 pumping stations. Typical areas of responsibility include pumps, piping systems, HVAC equipment, compressors, boilers, heat exchangers, and any process equipment associated with water pollution control plants. Candidates will assist engineers in the preparation of engineering drawings for the contracts described above utilizing the latest version of AutoCAD; will prepare specifications, drawings and/or Job Orders for projects involving minimal design and complexity; visit wastewater treatment plant sites with the engineer to assist in project investigations, taking measurements, and recording pertinent data and field conditions; accompany the engineer on field trips for construction supervision and acceptance testing; participate in construction meetings with the engineer, contractors, and plant operators; serve as project engineer for projects of minimal complexity; assist the engineer in preparation of reports, letters, memos and similar correspondence; and attend training courses and seminars. Typical training courses may include technical or engineering related topics, plant operating or environmental subjects, safety, and training on administrative or bureaucratic procedures such as change order preparation, time extensions and payment practices.

**Qualification Requirements**

1. A baccalaureate degree in mechanical engineering, mechanical engineering technology, or closely related engineering field from an accredited college; or
2. One year of full-time paid experience in mechanical engineering work and either a valid New York State Professional Engineer's License or a valid New York State Certificate as an Intern Engineer.

**Essential Skills**

The selected candidate must have a solid background in mechanical engineering principles and their application; possess a NYS driver's license, which must be maintained in good standing for the duration of employment; have good analytical, communication, and writing skills; and be knowledgeable in the use of computer software, such as spreadsheet programs, database software, and word processing programs.

**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](http://www.nyc.gov/dep)

Appointments are subject to OMB approval.

<b>Post Date:</b> 3/14/2012	<b>Post Until:</b> 3/27/2012	<b>JVN:</b> 826-12-98638-WT
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**The City of New York is an Equal Opportunity Employer**