

**City of New York
DEPARTMENT OF CORRECTION
Job Posting Notice**

Civil Service Title: Supervisor of Electrical Installations and Maintenance	Level: II
Title Code No: 34205	Salary: \$57,129/\$65,698-\$82,737 Frequency: ANNUAL
Business Title: Supervisor of Electrical Installations and Maintenance	Work Location: 75-20 Astoria Boulevard, East Elmhurst, New York 11370
Division/Work Unit: Nutritional Services Division	Number of Positions: 1
Job ID: 152918	Hours/Shift: Day Tour

Job Description

- Daily monitoring of Departmental refrigeration systems.
- Compiling daily reports from facilities to track pending repairs and call in new service requests.
- Provide training on Food Service Equipment to DOC personnel in facilities as needed.
- Evaluate inoperative equipment to determine if outside contractors are needed to complete repairs.
- Act as liaison between facility maintenance, SSD, and NSD.
- Assist contractors in accessing DOC facilities.
- Act as a main DOC contact for technicians from all of the Food Service Equipment contractors.
- Facilitate transport of equipment from one DOC facility to another.
- Maintain records of the locations of Food Service Equipment within DOC facilities.
- Perform equipment inspections and assessments.
- Verify that contractors are completing work as quoted.
- Review repair proposals from contractors for accuracy.
- Other duties as assigned.

Minimum Qualification Requirements

1. Four years of full-time satisfactory experience in the installation, repair and/or inspection of electrical equipment, at least two years of which must have involved a large building or facility of at least 100,000 square feet or a number of buildings of at least 3 stories, adding up to a total of at least 100,000 square feet; or
2. A combination of education and experience that is equivalent to the four years of experience required in '1' above. College education leading to a baccalaureate degree in engineering or engineering technology may be substituted for the required experience in the installation, repair and/or inspection of buildings and/or facilities on the basis of 5 semester credits for two months of experience up to a maximum of 60 semester credits. However, to qualify, candidates must have at least two years of the required experience in the installation, repair and/or inspection of electrical equipment in a building or facility of at least 100,000 square feet or a number of buildings of at least 3 stories, adding up to a total of at least 100,000 square feet; or
3. One year of full-time satisfactory experience working for a city agency or authority governed by the Personnel Rules and Regulations of the City of New York performing the full range of duties in the installation, repair and/or inspection of electrical equipment and/or systems in buildings, grounds, and/or facilities. This requirement is applicable for this examination only.

Experience which is primarily as an apprentice, helper or laborer is not acceptable towards meeting the qualification requirements.

Driver License Requirement: By the time you are appointed to this position, you must have a motor vehicle driver license valid in the State of New York. If you have moving violations, license suspension(s) or an accident record, you may be disqualified. This license must be maintained for the duration of your employment.

Residency Requirement

New York City Residency is not required for this position.

To Apply

For City employees: Go to Employee Self-Service (ESS) - www.nyc.gov/ess. Click on Recruiting Activities > Careers and search for Job ID#152918.

For all other applicants: Go to www.nyc.gov/careers/search and search for Job ID#152918.

Attention: Dawn Howell

Submission of a resume is not a guarantee that you will receive an interview.
Only those candidates under consideration will be contacted.

Posting Date: 07/02/2014

Post Until: 07/17/2014

The City of New York is an Equal Opportunity Employer