NEW YORK CITY FIRE DEPARTMENT
JOB VACANCY NOTICE

CIVIL SERVICE TITLE
Administrative Supervisor of Building Maintenance, L-I

Title Code #
10035

OFFICE TITLE
Energy Manager

SALARY
$51,757-Minimum salary for full-time employees with less than 2 years of City Service
$55,815-Minimum salary for full-time employees with more than 2 years of City Service

BUREAU/DIVISION/UNIT
Support Services/Facilities

LOCATION
48-34 35th Street, Long Island City, NY 11101

JOB DESCRIPTION

Under general direction, prepares and presents the annual budget for electricity, gas and steam for all facilities; develops and maintains a citywide computerized monitoring system to compile data; establish energy conservation standards and objectives; oversees the computation and monthly billing for energy consumption to ensure that the FDNY is not over-billed; ensures efficient energy consumption by directing energy audits, including site inspections; initiates test procedures to evaluate the effectiveness and cost effectiveness and cost efficiency of energy conservation equipment.

QUALIFICATION REQUIREMENTS:

1. Eight years of full-time experience in construction, repair, alteration and/or rehabilitation of multiple dwellings, commercial, industrial or public buildings in the capacity of general contractor, superintendent of construction, procurement specialist, evaluator responsible for cost estimation, or as a field supervisor or as an inspector, at least 18 months of which must have been in a supervisory or administrative capacity involving responsibility for a large number of buildings; or
2. Education and/or experience which is equivalent to "1" above. Education in an accredited college leading toward a baccalaureate degree in engineering, architecture, engineering technology or a closely related field will be accepted on a year-for-year basis up to a maximum of four years. However, all candidates must possess at least 18 months of the specialized supervisory or administrative experience described in "1" above.

PREFERRED SKILLS:
A Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

NOTE: New York City residency is required within 90 days of appointment. However, City employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. Please note that only candidates considered for an interview will be contacted.

TO APPLY:
NON-CITY EMPLOYEES/EXTERNAL CANDIDATES PLEASE GO TO WWW.NYC.GOV/JOBS.
CITY EMPLOYEES MUST APPLY VIA EMPLOYEE SELF SERVICE (NYC.GOV/ESS). REFER TO JOB ID #__192480____.

DATED: May 27, 2015
“POST UNTIL”: June 10, 2015

*FDNY is ranked as the top place to work among gov’t agencies; and 17th overall among 500 employers among large U.S. companies, nonprofits, gov’t agencies, and U.S. divisions of multi-national.”
-Forbes magazine, on “America’s Best Employers 2015”
The Fire Department is an Equal Opportunity Employer.