

# THE NEW YORK CITY LANDMARKS PRESERVATION COMMISSION

THE MUNICIPAL BUILDING, ONE CENTRE STREET - 9<sup>TH</sup> FLOOR NORTH, NY, NY 10007 212.669.7700

## JOB VACANCY NOTICE # 136-2017-247557

<b>CIVIL SERVICE TITLE: LANDMARKS PRESERVATIONIST, RESEARCH FULL TIME</b>	<b>TITLE CODE NO. 92237</b>
<b>DEPARTMENT: RESEARCH NUMBER OF OPENINGS: 2</b>	<b>SALARY</b> \$50,530 - \$58,110 (with 2 years City service)
<b>LOCATION:</b> 1 Centre Street, 9 <sup>th</sup> Floor North, New York, NY 10007	
<p><b>JOB DESCRIPTION</b></p> <p>Under the supervision of the Director of Research, review existing surveys, Commission files, historic maps, and relevant secondary sources to identify potential individual landmarks and historic districts in targeted areas throughout the five boroughs; conduct fieldwork, surveys and site assessments to evaluate potential landmarks; undertake research on properties to assess their historic significance; document findings, write designation reports based on research and fieldwork; assist with editorial, writing and other special projects; create and make presentations for Commissioners and the public; respond to public inquiries; other tasks as assigned.</p>	
<p><b>QUALIFICATION REQUIREMENTS:</b></p> <ol style="list-style-type: none"> <li>1. A Masters Degree in historic preservation, architectural history, art history, architecture, or American history, and one year of full-time satisfactory experience working in the field of preservation, restoration, or conservation of historic structures; or conducting research in architectural or art history, or working as an architect or architectural assistant; or teaching at the college level in any of the fields described in (a); or</li> <li>2. A Bachelors of Arts Degree with specialization in one of the fields listed above, and two years of full-time related experience; or</li> <li>3. Education and/or experience equivalent to 1 &amp; 2 above.</li> </ol> <p><b>PREFERRED QUALIFICATIONS:</b></p> <p>Experience with digital mapping research;          Experience using a broad variety of digital and print sources in New York City;          Experience with data management and GIS;          Excellent writing, oral communication and presentation skills;          Experience with project management and presentations;          Graphic design and digital photography skills are desirable;          Strong customer service approach.</p> <p><b>The Landmarks Preservation Commission will only respond to qualified candidates.</b></p>	

<p>Please submit resume and cover letter to:</p> <p>NYC Careers at <a href="https://a127-jobs.nyc.gov/">https://a127-jobs.nyc.gov/</a></p> <p>Current City employees must apply through Employee Self Service (ESS) at <a href="http://cityshare.nycnet/ess">http://cityshare.nycnet/ess</a>, under Recruiting Activities/Careers/136-2015-225175</p> <p>Candidates selected for an interview will be asked to provide a writing sample.</p>	<p>If you were educated in a foreign school, you must be able to submit an evaluation of your foreign education from an approved organization.</p> <p><b>Final appointment is subject to approval by the Office of Management and Budget.</b></p> <p>While we appreciate every applicant's interest, only those under consideration will be contacted.</p>
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**The Landmarks Preservation Commission is an Equal Opportunity Employer**

DATED July 22, 2016	POST UNTIL August 6, 2016
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