



City of New York  
NEW YORK CITY DEPARTMENT OF DESIGN & CONSTRUCTION  
Citywide Job Posting Notice

Job ID: 699789 / 702194 / 691725	Salary: \$ 90,667/ \$104,267
Business Title: Engineer-In-Charge	Division/Work Unit: Infrastructure / Design Unit – Various
<p><b>Job Description</b></p> <p><b>Hours:</b> Full-time – 35 Hours <b>Work Location:</b> 30-30 Thomson Avenue, LIC, NY 11101</p> <p>The NYC Department of Design and Construction, Division of Infrastructure, is currently seeking Engineers-In-Charge to join our Design Unit in various sections.</p> <p>Successful candidates will report to a Deputy Director and will be responsible for the design of capital roadway, sewer, and water main projects and will supervise a staff of approximately 4 – 6 engineers and technicians, who will design sewers, water mains, and roadways.</p> <p>The Engineers-In-Charge will oversee the design of all ancillary work; coordinate various stages of project development with interagency and private utility companies; review and produce final contract plans, estimates, and specifications; engage in the review of consultant design drawings, studies, reports, and the management of consultant design contracts; generate updated comprehensive project reports, and contract documents; coordinate utility services when needed; prepare and review Critical Path Method (CPM) design schedules; and provide construction supports when needed.</p> <p>Lastly, the candidates will assist their Director and Deputy Director in the preparation of consultant task orders and specific contract requirements; and participate in the technical consultant selection review committee.</p> <p><b><i>Authorization to work in the United States is required for this position. NYC Department of Design and Construction does not provide sponsorship for international employees for visa applications, extensions or status changes, including STEM/OPT visas. Applicants are responsible for ensuring that they meet all qualifying requirements for this position, at the time of application.</i></b></p> <p>All interested applicants, including City Employees: Please email your cover letter and resume to <a href="mailto:DDCEngineering@ddc.nyc.gov">DDCEngineering@ddc.nyc.gov</a></p>	
<p><b>Minimum Qualification Requirements</b></p> <p>(1) Four (4) years of full-time, satisfactory experience in civil engineering work, plus at least one year within the last three years of experience as a major contributor or a project leader on a complex project requiring additional and specific expertise in the disciplines needed to design or construct the project; and (2) A valid New York State Professional Engineer's License. Current New York State registration as a Professional Engineer must be maintained for the duration of your employment.</p> <p>A master's degree in civil engineering from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) may be substituted for one year of the civil engineering experience required in "1" above.</p> <p><b>OR</b></p> <p>One year of full-time satisfactory experience in supervising employees performing project management work, such as planning, administering, managing, coordinating, or expediting, on engineering and/or architectural and/or landscape architectural projects, or supervising a construction project with a value of \$1,000,000 or more, and either:</p> <p>1. A baccalaureate degree from an accredited college or university in engineering, engineering technology, architecture, landscape architecture, architectural technology, construction, construction management, construction technology, sustainable design, urban planning, urban studies, city planning, transportation planning, 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; plus, candidates must have at least one additional year of experience as described in "1" above in a supervisory capacity or have served for at least one year as a project manager for a large and/or complex construction project; or</p> <p>2. A four-year high school diploma or its educational equivalent and six years of experience as described in "1" above; or</p> <p>3. A four-year high school diploma or its educational equivalent plus any combination of college or university education and/or experience described in "1" above to make up the equivalent of six years of education and experience. One year of experience credit will be given for: (a) each 30 semester credits of college or university education leading to a bachelor's degree from an accredited college or university in engineering, engineering technology, architecture, landscape architecture, architectural technology, construction, construction management, construction technology, sustainable design, urban planning, urban studies, city planning, transportation planning, business administration, or public administration; (b) a Master's degree from an accredited college or university in one of the disciplines described in "1" above; (c) a Juris Doctor degree, or (d) a valid New York State license as a Professional Engineer, Registered Architect or Registered Landscape Architect. Where experience which is primarily of a design nature is not acceptable towards meeting the qualification requirements.</p> <p><b>OR</b></p> <p>1. A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization, and seven years of full-time satisfactory experience managing and/or inspecting one or more construction projects which must have a total cost of at least \$300,000 for each of the seven years of the required experience; or</p> <p>2. Three years of the experience as described in "1" above and a baccalaureate degree from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U. S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA), in engineering, engineering technology, architecture,</p>	

architectural technology, landscape architecture, construction, construction technology, or construction management; or

3. Three year of the experience as described in “1” above and a valid license as a professional engineer, registered architect, or registered landscape architect, issued by a board of examining engineers, architects, or landscape architects duly established and qualified pursuant to the laws of any state or territory of the United States; or

4. A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization, and a combination of at least four years of experience as described in “1” above and the education as described in “2” above to equal a total of seven years of education and experience. Matriculation in an undergraduate college degree program as described in “2” above may be substituted for experience on the basis of 30 semester credits for one year of satisfactory full-time experience up to a maximum of three years of experience.

Note: Candidates must specify for each construction project they worked on: a description of the construction project, the time period they worked on the construction project, and the type of work they performed. Candidates must also specify the money allotted for the project.

Driver License Requirement: At the time of appointment 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 or an accident record, you may be disqualified. This license must be maintained for the duration of your employment.

- Preferred Skills**
- Please note the following preferred skills for this position:
- 1. Must have strong supervisory experience.
  - 2. Outstanding verbal and written communication skills
  - 3. Proficiency in Microsoft Office and AutoCAD
  - 4. Construction knowledge relevant to infrastructure projects (sewers, water mains, roadways)
  - 5. Familiarity with NYC DOT, NYS DOT, NYC DEP specifications, MUTCD, and AASHTO standards
  - 6. Comprehensive understanding of the NYC infrastructure system and current engineering practices
  - 7. Proficiency in Primavera P6 scheduling and Envision Sustainability Professional (ENV SP) credential (preferred)
  - 8. Valid driver's license (required)
  - 9. Personal vehicle (optional)

**Residency Requirement**

New York City Residency is not required for this position.

**55-a Program**

This position is also open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate at the top of your resume and cover letter that you would like to be considered for the position through the 55-a Program.

**Public Service Loan Forgiveness**

As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education’s website at <https://studentaid.gov/pslf/>.

**The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.**