

This is an IFA funded position.

Civil Service Title: Assistant Electrical Engineer
Title Code No: 20310
Office Title: Assistant Electrical Engineer

Level: NA
Salary: \$55,345 - \$65,000
Work Location: Olmsted Ctr., Queens
Number of Positions: 1

MAJOR RESPONSIBILITIES

- Under supervision, perform electrical engineering work of moderate difficulty and responsibility for our Capital Projects division.
- Develop drawings, specifications and estimates of quantities for major electrical engineering projects including electrical power distribution, security and fire detection, communication systems, and lighting for sports, buildings, and recreation facilities.
- Develop reports regarding electrical engineering projects.
- Work closely with agency staff and other governmental representatives.
- Review consultants' designs and approve shop drawings.
- Conduct field inspections before and during design and construction, through turnover.
- Supply Architects and Landscape Architects with engineering component details.
- Engage in research and investigations of electrical systems involving the Capital Projects group.

QUALIFICATION REQUIREMENTS

1. A baccalaureate degree in electrical engineering issued upon completion of a course study registered by the University of the State of New York and two (2) years of satisfactory practical experience in electrical engineering work; or
2. Graduation from a senior high school and six (6) years of the experience described above; or
3. A satisfactory equivalent.

This position is exempt from NYC residency requirements.

PREFERRED SKILLS/QUALIFICATIONS

Preferred applicants must have taken the Assistant Electrical Engineer civil service examination (Exam No. 1037) or are currently serving in the title permanently.

1. Master of Science in Electrical Engineering.
2. Ability to produce measured drawings and technical specifications for historic preservation projects.
3. Proficiency in AutoCAD.
4. Familiarity with design codes.
5. Excellent communication and organizational skills.
6. Knowledge of Microsoft Word and Excel, PhotoShop, PowerPoint and 3D Rendering.
7. A driver license valid in New York State.

To apply, please submit cover letter & resume with JVN # to:

David Terhune, Director of Personnel
City of New York/Parks & Recreation
24 West 61st Street, 2nd floor
New York, NY 10023
Email: grow@parks.nyc.gov
Fax: (917) 849-6490
Attention: JVN# 846-12-98008

Notice to Parks employees – include your ERN on all correspondence.

**THE CITY OF NEW YORK
AND
THE CITY OF NEW YORK / PARKS &
RECREATION
ARE EQUAL OPPORTUNITY EMPLOYERS
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Telecommunications Device for the Deaf: (212) 504-4115**

POST DATE: 01/27/12	POST UNTIL: 02/17/12	JVN: 846/12/98008
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NOTE: All resumes must be received no later than the last day of the posting period.