



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No. 593115

Office Title: Deputy Director of Construction

Civil Service Title: Construction Project Manager **Title Code No:** 34202 **Level:** III

Salary: \$110,000 - \$118,000**

Number of Positions: 1

Work Location: Olmsted Center, Queens

NYC Parks is a design award-winning city agency that builds and cares for public spaces for New Yorkers to connect, play and enjoy. NYC Parks manages more than 30,000 acres or 14% of the city's land, encompassing more than 5,000 individual properties. Our diverse set of assets includes recreational facilities, nature centers, historic buildings and structures, golf courses, athletic fields, playgrounds, tennis courts, public pools, public restrooms, retaining walls and nearly 14 miles of beaches. The Capital Division at NYC Parks is responsible for managing the design, construction, and administration of capital projects to expand, improve, and revitalize these public spaces.

Major Responsibilities

- Under general direction, supervise a group of Construction Resident Engineers responsible for constructing projects on time and within budget. Responsibilities include but are not limited to, administrative oversight of staff, hiring, training and health and safety.
- Plan, assign and review the work of Construction Resident Engineers.
- Direct contractors on compliance with plans and specifications and approve changes in the field.
- Responsible for State Pollution Discharge Elimination System site inspections.
- Serve as a liaison with other agencies and departments, utility companies, contractors, consultants, community boards and the general public.
- Assist in the monitoring of various contract administrative requirements, including Minority and Women-Owned Business Enterprise (M/WBE) goals and Project Labor Agreements.
- View and comment on contract plan and specifications.
- Review project drawings during design phase (75% - 90% complete) for constructability.
- Develop creative solutions to solve problems while working in a variety of conditions and situations.
- May represent the Director of Construction and perform all associate tasks, including supervision of the entire team of Construction Resident Engineers, as needed.

Qualification Requirements

***This vacancy is only open to 1) current permanent city employees serving in the Construction Project Manager civil service title or 2) on leave from the title or 3) reachable on the Construction Project Manager civil service list Exam No. 0169 or 4) permanent city employees in or on leave from a comparable title or 5) employees who are reachable on a comparable civil service list.**

Notes:

1. To be eligible for placement in Assignment Level III, individuals must have two additional years of satisfactory full-time experience working in a Construction Project Manager Assignment Level I and II; or two additional years of satisfactory full-time experience (as described in the minimum qualifications of the Construction Project Manager civil service title).
2. Candidates must specify for each construction project they worked on, 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.

This position is exempt from NYC residency requirements.

**Appointees to this position will receive a \$2,122 Assignment Differential in addition to their base salary.

Driver License Requirement

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.

Preferred Skills/Qualifications

1. Significant work experience in construction, including scheduling and coordination of several projects simultaneously.
2. Excellent supervisory, communication, administrative and interpersonal skills.
3. Proficiency in Microsoft Word, Excel and Unifier.

How to Apply

Parks Employees:

- 1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Careers and search for **Job ID# 593115**. Do not access **ESS** using nyc.gov/ess from a Parks computer.

Parks & City Employees:

- 2) From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to nyc.gov/ess or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Careers and search for **Job ID# 593115**.

Include your ERN and **Job ID# 593115** on your cover letter and resume.

nyc.gov/parks

MOVEMENT IN THE FACE OF CIVIL SERVICE LISTS IS PROHIBITED UNDER CIVIL SERVICE LAW.

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115



NYC Parks

All other applicants:

Click here to apply: [Deputy Director of Construction](#) OR

Go to nyc.gov/careers/search and search for **Job ID# 593115**.

POST DATE: 07/14/2023

POST UNTIL: 08/11/2023

NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request.

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