



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

## CITYWIDE JOB VACANCY NOTICE: Job ID No. 636184

**Office Title:** Resident Engineer

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

**Salary:** \$87,701\*\*

**Number of Positions:** TBD

**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. These public spaces, encompassing over 5,000 properties, include boardwalks, historic houses, playgrounds and pools and Works Progress Administration (WPA)-era recreation centers. Resident Engineers are essential to the modernization of Parks' beloved public spaces and structures. NYC Parks depends on its Resident Engineers to manage a wide range of interesting construction projects at these sites. Resident Engineers are the bridge between contractors, architects, engineers, landscape architects and the city, viewing all parties as essential partners to the successful completion of a construction project. The work of Resident Engineers is highly visible and directly benefits millions of New Yorkers and communities.

### Major Responsibilities

- Under supervision, manage construction work involving multiple partners (e.g., construction workers, architects, landscape architects, engineers, contractors) on capital projects with varying degrees of complexity. Collaborate with peers to cover sites during schedule conflicts.
- Oversee the approval process of various construction projects, including making recommendations where necessary. Review change orders to determine if they are valid and then review change order costs to determine if they are fair and reasonable.
- Consult with Landscape Architects, Architects or Engineers of Record regarding change orders, shop drawing approvals and other architectural and engineering related issues.
- Provide oversight of contractors to ensure adherence to plans and specifications. Maintain correspondence with contractors, review and approve contractors' payment requisitions and clarify other construction issues.
- Review and research contractors' dispute claims and advise Borough Director on solutions. Resolve field condition issues. Collaborate on monitoring various contract administrative requirements (e.g., Minority and Women-owned Business Enterprise goals, Project Labor Agreements and Damages for Delay programs).
- Produce detailed daily and weekly construction project reports, maintain accurate records of items installed and deliveries to the site, keep calculation books with accurate calculations, quantities and areas of installation, prepare cost projections and organize and lead meetings. Review and process time extensions when necessary.

### 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) permanent city employees in or on leave from a comparable title or 4) candidates who are reachable on the Construction Project Manager civil service list, Exam No. 0169. [Please indicate your list# on your cover letter and resume.] or 5) candidates who took and passed the Construction Project Manager civil service exam, Exam No. 3042 [Please indicate if you took and passed this exam on your cover letter and resume.]

### Notes:

1. To be eligible for placement in Assignment Level II, individuals must have one additional year of satisfactory full-time experience working as a Construction Project Manager Level I; or one additional year 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 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.

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

This position is exempt from NYC residency requirements.

### Preferred Skills/Qualifications

1. Bachelor of Science degree in Civil Engineering or Structural Engineering.
2. Excellent communication and organizational skills.
3. Knowledge of Microsoft Word, Excel and PowerPoint, Photoshop and 3D rendering.

### How to Apply

#### All Applicants:

Click here to apply: [Resident Engineer](#) OR

Go to [cityjobs.nyc.gov](http://cityjobs.nyc.gov) and search for Job ID# 636184.

**All applicants must apply via [cityjobs.nyc.gov](http://cityjobs.nyc.gov). The City is no longer using ESS to accept applications.**

**\*Current City Employees please include your ERN and Job ID# 636184 on your cover letter and resume.**

**POST DATE: 05/31/2024**

**POST UNTIL: FILLED**

**NOTE: References will be required upon request.**

[nyc.gov/parks](http://nyc.gov/parks)

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