



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

**CITYWIDE JOB VACANCY NOTICE:** Job ID No. **697098**

**Office Title:** Assistant Mechanical Engineer

**Civil Service Title:** Assistant Mechanical Engineer **Title Code No:** 20410 **Level:** NA

**Salary:** \$90,000 – \$96,000

**Number of Positions:** 1 **Work Location:** Olmsted Center, Queens

NYC Parks is an award-winning city agency that designs, builds, and preserves public spaces for New Yorkers. NYC Parks cares for 14% of the land in New York City, diverse array of structures sits on these public spaces including recreation centers, sporting facilities, historic houses, pool facilities, nature centers, marinas and performing arts spaces. NYC Parks offers competitive pay and a generous benefits package, including pension, excellent health benefits, competitive vacation/sick days and a healthy work-life balance.

### Major Responsibilities

- Under the direction of a licensed Professional Engineer, perform mechanical engineering work of moderate difficulty and responsibility.
- Develop mechanical drawings, specifications and estimates of quantities for mechanical engineering projects. Perform calculations required to complete these tasks.
- Perform design calculations for HVAC, plumbing, boilers and related systems.
- Assist in the management of mechanical engineering projects, ensure that the Capital process for review and approval is followed and keep projects on schedule and within budget.
- When directed, manage and review mechanical consultant engineering projects.
- Conduct field inspections before and during design and construction, as well as through turnover.
- Supply Capital designers with engineering component details as requested.
- Engage in research, investigations, studies and examinations of mechanical components as needed.

### Qualification Requirements

**\*This vacancy is only open to 1) current permanent city employees serving in the Assistant Mechanical Engineer civil service title or 2) on leave from the title or 3) candidates who are reachable on the Assistant Mechanical Engineer civil service list (Exam No. 3109). Please indicate your list number on your cover letter and resume.**

This position is exempt from NYC residency requirements.

### Preferred Skills/Qualifications

1. Proficiency in AutoCAD.
2. Proficiency in Microsoft Word and Excel.
3. Knowledge of Microsoft PowerPoint, Photoshop and 3D Rendering a plus.
4. Ability to produce measured drawings and technical specifications.
5. Familiarity with design codes.
6. Knowledge of HVAC and/or fountain and swimming pool circulation systems.
7. Excellent communication and organizational skills.
8. A driver license valid in New York State.

### How to Apply

#### All Applicants

**Click Here to Apply:** [Assistant Mechanical Engineer](#) OR

Go to [cityjobs.nyc.gov](http://cityjobs.nyc.gov) and search for Job ID# 697098.

**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# 697098 on your cover letter and resume.**

**POST DATE: 01/10/2025**

**POST UNTIL: 01/27/2025**

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

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

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

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.

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

For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](#)