

City of New York
DEPT OF DESIGN & CONSTRUCTION
Citywide Temporary Grant-Funded Job Posting Notice

Civil Service Title: Administrative Project Manager (NM)	Level: 00
Title Code No: 8300B	Salary: \$48,535/\$55,815-\$134,433
Business Title: Safety Investigator	Work Location: 30-30 Thomson Avenue, LIC, NY
Division/Work Unit: Program Management/Safety & Site Support /Build It Back	Number of Positions: 1
Job ID: 242623	Hours/Shift: 35 Hours
Job Description	
<p>The Department of Design and Construction, seeks a Safety Investigator to work with the Build it Back (BIB) Program. The Safety Investigator, reporting directly to the Lead Safety Investigator, is directly responsible for all aspects of the DDCs safety-related construction quality assurance programs. The selected candidate's responsibilities include facilitating, implementing, managing and enforcing all aspects of DDC construction safety programs consistent with local, state and federal codes, specifically OSHA, DOT, DOB and MUTCD. S/he will conduct health and safety audits/investigations of Build It Back project job sites to identify unsafe work conditions that could affect workers or the public; provide guidance to program unit project managers and other staff on health and safety issues; participate in training programs; issue reports documenting field findings; respond to emergencies and conduct investigations.</p> <p>*This is a grant-funded position that may only have tenure of up to eighteen months.</p>	
Minimum Qualification Requirements	
<p>1. A baccalaureate degree from an accredited college in engineering, architecture, landscape architecture, business administration, or public administration, and five years of full-time satisfactory experience in the planning, administering or expediting of engineering design, and/or construction, or coordinating a very large engineering project, two years of which must have been in an administrative, managerial, executive or supervisory capacity; or 2. A four year high school diploma or its educational equivalent and nine years of experience as described in "1" above; two years of which must have been in an administrative, managerial, executive or supervisory capacity; or 3. Education and/or experience equivalent to "1" or "2" above. An accredited Master's degree in one of the disciplines described in "1" above, a law degree, or a valid New York State license as a Professional Engineer or Registered Architect or Landscape Architect may be substituted for one year of the required experience. However, all candidates must have the two years of the administrative, managerial, executive or supervisory experience as described in "1" above.</p>	
Preferred Skills	
<p>Applicant should possess experience supporting municipal construction projects as a Resident Engineer/ Project Engineer/Safety Specialist. ABS degree in Safety Engineering, Science, Engineering, or a related field is preferred. Previous work experience in construction inspection and practical working knowledge of OSHA, DOT, DOB and MUTCD is required. Certified safety, professional status is preferred. Good communication and computer skills are preferred. A valid NYS Driver License is required.</p>	
Residency Requirement	
<p>New York City Residency is not required for this position.</p>	
To Apply	
<p>For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities/Careers and Search for Job ID # 242623.</p> <p>For all other applicants, please go to www.nyc.gov/jobs, go to Search for Open NYC Jobs and click on Non-Employee Login to search for Job ID # 242623.</p> <p>Do not email mail or fax your resume to DDC directly. No phone calls will be accepted.</p>	
Posting Date: 06/08/2016	Post Until: Filled

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