

**City of New York**  
**DEPT OF DESIGN & CONSTRUCTION**  
**Citywide Job Posting Notice**

<b>Civil Service Title:</b> Architect	<b>Level:</b> 01
<b>Title Code No:</b> 21215	<b>Salary:</b> \$63,074/\$72,535-\$91,347
<b>Business Title:</b> Project Manager/Sr. Project Manager	<b>Work Location:</b> 30-30 Thomson Avenue, LIC, NY
<b>Division/Work Unit:</b> Public Buildings/Various	<b>Number of Positions:</b> 5
<b>Job ID:</b> 263388	<b>Hours/Shift:</b> 35 hours

**Job Description**

The Department of Design and Construction, Division of Public Buildings seeks Architects to work within various Units. The candidates will perform technical work of ordinary difficulty in an architecture setting: make drawings from complex data with or without sketches; extract data from various sources, e.g., manuals, standard reference guides, field notes, reports, etc., and apply well defined methods and principles; assist in various design/construction administration activities and prepare scope for purchasing of required equipment and materials; read and interpret complex drawings involving an unusual projection, check for errors; and make inspections of complex installations to ensure conformance with plans.

**Minimum Qualification Requirements**

1. A valid New York State Registration as an Architect. Current New York State Registration as an Architect must be maintained for the duration of your employment.

Special Note:

2. In addition to above qualification requirements, to be eligible for placement in Assignment Levels II and III, individuals must have at least one year within the last three years of experience as a major contributor or a project leader on a complex project requiring additional and specific expertise in the disciplines needed to design or construct the project.

**Preferred Skills**

The candidates should have the ability to manage; complete multiple multi-trade projects on schedule; possess strong computer, organizational, verbal and written communication skills, and detail-orientation is required.

**Residency Requirement**

New York City Residency is not required for this position.

**To Apply**

For City Employees, please go to [Employee Self Service \(ESS\)](#), click on Recruiting Activities/Careers and Search for Job ID #263388.

For all other applicants, please go to [www.nyc.gov/jobs](http://www.nyc.gov/jobs), go to Search for Open NYC Jobs and click on Non-Employee Login to search for Job ID # 263388.

Do not e-mail, mail or fax your resume to DDC directly. No phone calls will be accepted.

<b>Posting Date:</b> 09/20/2016	<b>Post Until:</b> Filled
---------------------------------	---------------------------

**The City of New York/NYC Department of Design and Construction is an Equal Opportunity Employer**