

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Staff Engineer – Tort Claims Division
Salary:	\$85,000 - \$95,000
Bureau/Division:	Bureau of Engineering
Period:	September 28, 2015 – Until Filled

JOB DESCRIPTION

The Bureau of Engineering provides engineering assistance and serves as the Comptroller's technical consultant on engineering matters. The Bureau analyzes public works contract claims, contract disputes and tort claims. The Bureau is seeking an engineer to investigate real property tort claims and perform special engineering studies. The real property tort claims typically result from sewer back-ups, city watermain breaks or damage from other city activities.

Under the direction of the Division Chief, with latitude for independent judgment and initiative, responsibilities include, but are not limited to, the following:

- Performs independent site inspections, and interacts with claimants, contractors, and other city agencies;
- Analyzes damage to real property and prepare cost estimates for its repair using sound engineering practice, citable prevailing cost sources, and other accepted estimating techniques;
- Prepares written reports used by the Bureau of Law and Adjustment to settle real property damages claims including damages from flooding, sewer failures, water main breaks, the operation of City owned vehicles, etc.;
- Performs other related work and assignments as may be required including the preparation of engineering studies.

MINIMUM QUALIFICATION REQUIREMENTS

A baccalaureate degree from an accredited college in engineering, architecture, or a closely related field and five (5) or more years of progressively responsible experience in the field of supervision and/or inspection of general construction, plumbing, electrical, or HVAC trades in new buildings, renovation, and/or repair work, planning, administering or expediting of engineering design, and/or construction, or coordinating a very large engineering project; two years of this experience must have been in an administrative, managerial, executive or supervisory capacity.

Note: Master's degree in one of the disciplines described above, 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 above.

PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Knowledge of commercial and residential building construction/reconstruction materials and techniques expected.
- Ability to analyze damages for cause and effect.
- Experience in performing quantity take-offs and cost estimating is highly desirable.
- Excellent analytical, interpersonal, communication and organizational skills (including Microsoft Office Suite proficiency).
- A Valid driver's license

TO APPLY, GO TO: Employment Opportunities at www.comptroller.nyc.gov

Certain residency requirements may apply. We appreciate every applicant's interest; however, only those under consideration will be contacted.

Note: Vacancy notices listed as "Until Filled" will be posted for at least five work days.

POSTING DATE: September 28, 2015	POST UNTIL: Until Filled	JVN: 015/016/015
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The NYC Comptroller's Office is an Equal Opportunity Employer