

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Staff Engineer / Architect (Tort Claims)
Salary:	\$85,000 - \$95,000
Bureau/Division:	Bureau of Engineering / Tort
Period:	March 9, 2018 - 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 or architect to investigate real property tort claims and perform special engineering/architectural 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:

- Performing independent site inspections and interacting with claimants, contractors, and other city agencies;
- Analyzing damage to real property and preparing cost estimates for repair using sound professional practice, citable prevailing cost sources, and other accepted estimating techniques;
- Preparing written reports used by the Bureau of Law and Adjustment to settle real property damage claims including damages from flooding, sewer failures, watermain breaks, the operation of City owned vehicles, etc.;
- Testifying on behalf of the City as a witness at judicial proceedings including depositions, trials, and/or administrative proceedings; and,
- Performing 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 design and/or construction; or coordinating a very large engineering/architectural projects.

Note: A valid New York State license as a Professional Engineer or Registered Architect may be substituted for one year of the required experience.

PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Knowledge of commercial and residential building construction/reconstruction materials and techniques is 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: March 9, 2018	POST UNTIL: Filled	JVN: 015/018/058
---------------------------------------	------------------------------	----------------------------

The NYC Comptroller's Office is an Equal Opportunity Employer