



<b>Office Title:</b> Chief Engineer	<b>Civil Service Title:</b> Civil Engineer
<b>Level:</b> 2	<b>Salary Range:</b> \$80,557 - \$110,000
<b>Division / Work Unit:</b> Technical Review Division	<b>Number of Positions:</b> 1
<b>Job ID:</b> <b>558162</b>	<b>Hours / Shift:</b> Monday – Friday (9am – 5pm)
<b>Position Status:</b> Full-Time / Permanent	<b>Application Deadline:</b> Until Filled
<b>DISCLAIMER:</b> The NYC Department of City Planning does not offer Sponsorship, of any kind, for any type of employment opportunity.	

**NOTE: ONLY CANDIDATES WHO HAVE A PERMANENT CIVIL ENGINEER OR COMPARABLE CIVIL SERVICE TITLE WILL BE CONSIDERED FOR AN INTERVIEW. PLEASE INCLUDE YOUR EMPLOYEE IDENTIFICATION NUMBER (EIN) WHEN APPLYING AND INDICATE IN YOUR COVER LETTER IF YOU ARE A PERMANENT CIVIL ENGINEER OR IN A COMPARABLE TITLE.**

**THE AGENCY**

The Department of City Planning (DCP) plans for the strategic growth and development of the City through ground-up planning with communities, the development of land use policies and zoning regulations applicable citywide, and by sharing its perspectives on growth and society needs with sister agencies in collaboration with the Office of Management and Budget (OMB).

DCP's six strategic objectives include: (a) catalyze long-term neighborhood improvement through integrated planning and targeted accompanying public investments; (b) encourage housing production, affordability, and quality; (c) promote economic development and job growth; (d) enhance resiliency and sustainability of neighborhoods; (e) ensure integrity, timeliness, and responsiveness in land use reviews; and, (f) supply objective data and expertise to a broad range of planning functions and stakeholders.

Central to its mission, DCP supports the City Planning Commission in its annual review of approximately 450 land use applications. The Department also works closely with OMB in developing the Ten-Year Capital Strategy and helping administer the \$1 billion Neighborhood Development Fund, geared toward ensuring growing neighborhoods undergoing rezoning have accompanying infrastructure investments.

The New York City Department of City Planning is a great place to work – cultivating intellectual inspiration, professional development, and creativity. Visit our website at [www.nyc.gov/planning](http://www.nyc.gov/planning) to access the full listing of job opportunities and learn more about our great agency.

## THE DIVISION

The Technical Review Division (TRD) supports the Department's mission and the City's goals by reviewing land use applications that facilitate the construction of millions of square feet of housing, commercial space, and open space per year. The Division also maintains the official City Map and Zoning Map of New York City, which lays out the streets, parks, and zoning districts. Interfacing with the development community and planners and engineers across City Government, Technical Review Planners develop and utilize in-depth expertise in zoning, design, plan review, land use process, and project management. districts.

## THE ROLE

The City Map lays out the metes and bound of streets, parks and other public places, and basically serves and the land deed to the public realm. The Chief Engineer will be responsible for maintaining the City Map and for a range of technical and administrative tasks related to the analysis, design and review of changes to the City Map. The Chief Engineer will also provide technical assistance and data to applicants, elected officials, public agencies and other City Planning technical and executive staff.

Under the supervision of the Director and Deputy Director of Technical Review, with latitude for the exercise of independent judgement, the Chief Engineer will act as the custodian of the City Map and perform analysis, review and preparation of alterations to portions of the City Map whenever they are modified. The Chief Engineer will:

- Review and process applications for changes to the City Map. This involves review of technical and descriptive written and graphic material, coordination of review among agencies, presentation to the City Planning Commission and drafting of official reports and letters.
- Consult with and review the work of private surveyors and engineers with respect to the production of alteration maps, including enforcing the use of standard symbols, protocols and conventions. Alteration maps show proposed changes to the lines, dimensions, and grades of streets, parks or other public places shown on the City Map.
- Provide technical assistance and advice to private applicants, department staff, the City Planning Commission, and other City agencies on the laying out of street systems, parks, and related features and the preparation of alteration maps.
- Prepare, sign and affix his/her professional seal to alteration maps prepared for signature by the Director of City Planning.
- Work with the Technical Review Division, City Planning offices and other City agencies in the conversion of the paper-based City Map into a unified city-wide map in digital format.
- Perform related tasks.

## PREFERRED QUALIFICATIONS:

- Strong written and verbal communication skills
- Ability to monitor and coordinate multiple projects simultaneously, meet strict deadlines and quickly respond to Departmental priorities
- Strong attention to detail in research, analysis, and review of written materials and plans
- Strong interpersonal skills and the ability to work effectively with different personalities and roles
- Experience with land survey techniques and road design
- Experience with development and land use review processes is a plus
- Experience with maintaining or amending the City Map of the City of New York is a plus

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## MINIMUM REQUIREMENTS:

Authorization to work in the United States is required for this position. **NYC Department of City Planning does not provide sponsorship for international employees.** Applicants are responsible for ensuring that

they meet all minimum qualifying requirements for this position at the time of application.

- (1) Four (4) years of full-time, satisfactory experience in civil engineering work; and**
- (2) A valid New York State Professional Engineer's License. Current New York State registration as a Professional Engineer must be maintained for the duration of your employment.**

A master's degree in civil engineering from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) may be substituted for one year of the civil engineering experience required in "1" above.

**Special Note:**

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.

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**TO APPLY:** All applications must be submitted through the NYC Careers / ESS Website

**City Employees**

1. Log in to ESS.
2. Search for job ID number: **558162**
3. Click on the job business title: **Chief Engineer**
4. Click on "Apply Now" at the bottom of the posting

**Non-City Employees** – Please visit: <https://www1.nyc.gov/jobs/> and follow the steps below:

1. Search for job ID number: **558162**
2. Click on the job business title: **Chief Engineer**
3. Click on "Apply Now" at the bottom of the posting

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Only applicants under consideration will be contacted. Appointments are subject to Office of Management and Budget (OMB) approval.

**As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.**

***PLEASE NOTE: New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with a Human Capital representative.***

***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.***

***As a current or prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. Please review the notice to see if you may be eligible for programs and how to apply at [nyc.gov/studentloans](https://nyc.gov/studentloans).***

