

CITY OF UTICA

NOTICE OF VACANCY

THE CITY OF UTICA

announces that a vacancy exists in the City of Utica for

ASSISTANT ENGINEER

Salary: \$45,088 - \$50,569

Classification: CSEA, Competitive Position
Membership in the NYS Retirement System is Mandatory
Eligible for Health Insurance, Dental Insurance and Vision

Distinguishing Features of the Class: Performs moderately difficult professional engineering work in the design, investigation, control, maintenance, construction and operation of engineering projects; does related work as required. This is professional engineering work of a moderately high caliber involving the exercise of engineering judgment on numerous important details. The employee may be in charge of projects in the field or of the design of projects in the office, or he/she may be engaged in some special phase of engineering investigation in the field, office, or laboratory. Assignments are received from a superior designing the scope of the work to be performed although the employee uses independent judgment in planning work details and in making technical decisions on routine problems. A supervising engineer gives advice and instruction on the more difficult technical problems. Supervision may be exercised over junior engineers and engineering aides.

Required Knowledge Skills and Abilities: Thorough knowledge of the principles and practices of civil engineering; thorough knowledge of modern methods and techniques as applied to the construction and maintenance of public works; ability to make engineering computations; design engineering projects, and make engineering plans and specifications; skill in conducting engineering research work and in writing technical reports on such studies; ability to plan and lay out work of others; tact; mental alertness; industry.

Minimum Qualifications:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelors Degree in Civil Engineering and three (3) years of experience in preparing engineering plans and specifications and designing engineering projects; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associates Degree in Civil Engineering Technology or a related field and five (5) years of experience in the design, investigation, control, maintenance, construction and/or operation of engineering projects; OR

Applications:

Applications/resumes should be submitted to Civil Service, Utica City Hall, 1 Kennedy Plaza, Utica, New York 13502. Resumes must be received by the Civil Service Office by: Friday, January 3, 2020.

For more information about this position, please call the Engineering Department at (315) 792-0153. This posting is for filling a position on a provisional basis, a Civil Service Exam will be scheduled in accordance with NYS Civil Service Law.

Residency Requirement: In order to be considered for appointment, you must be a resident of the City of Utica.

Appointment to this position will be on a provisional basis. A Provisional employee has no status or rights to employment. As a Provisional, you will receive the salary and benefits that permanent employees in the same title receive. However, within thirty (30) days of such appointment, a Civil Service Examination for that position will be ordered. As a provisional, you must, by law, file an application for and take this examination when it is offered. If you do not file for and take the exam, you must be terminated and you cannot receive a second provisional appointment to that title.

You must pass the examination and be reachable (one of the top three candidates willing to accept appointment to the position) on the Eligible List that results from the Civil Service Examination in order to receive a permanent appointment to any position.

The position that you hold on a provisional basis, MUST BE FILLED from the Eligible List. If you are not on the list or are not reachable on the list - you must be terminated within sixty (60) days of the establishment of that list.

NOTE: It is very important that you fully understand these terms of employment so that you can make an informed decision on accepting a provisional appointment.

THE CITY OF UTICA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the City of Utica to provide for and promote equal opportunity in employment, compensation and other terms and conditions of employment without discrimination because of age, race, creed, color, national origin, gender, sexual orientation, disability, military status, genetic predisposition, carrier status, political affiliation or belief.

(Issued: 12/10/19)