

CITY OF UTICA

NOTICE OF VACANCY

THE CITY OF UTICA

announces that a vacancy exists in the City of Utica for

ELECTRICAL INSPECTOR

Salary: \$37,242 - \$41,517

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: This is important inspection work involving responsibility for the enforcement of electrical provisions of the New York State Codes. The Electrical Inspector receives a general outline of the policies of the department from the Commissioner or other Supervisor. Assist with the inspection of the construction and repair of private buildings and structures within the City when requested. The details of the work are independently planned and carried to completion in accordance with local and state health requirements. The work is checked by reviewing reports of the inspections. Does related work are required.

Required Knowledge Skills and Abilities: Thorough knowledge of modern methods, tools, and materials used in electrical installations; thorough knowledge of the National Electrical Code; ability to read and interpret electrical plans and specifications; ability to establish and maintain cooperative relationships with the general public; firmness with courtesy; tact; initiative and resourcefulness; good judgment.

Minimum Qualifications: Graduation from a New York State approved apprentice training program, and a minimum of four (4) years of experience in the electrical industry; OR the possession of a valid City of Utica Master Electrical License.

Special Requirements: The Electrical Inspector shall have met the requirements of NFPA 1078-2020 Standard for Electrical Inspector Professional Qualifications.
The Electrical Inspector shall also be certified by the International Association of Electrical Inspectors.

A valid NYS Drivers License is required at the time of appointment and must be maintained throughout employment.

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, July 3, 2020.

For more information about this position, please call the Codes Department at (315) 792-0163.

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.

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