

**City of New York**  
**DEPARTMENT OF BUILDINGS**  
**Job Posting Notice**

<b>Civil Service Title:</b> MULTIPLE DWELLING SPECIALIST	<b>Level:</b> 01
<b>Title Code No:</b> 22401	<b>Salary:</b> \$49,210.00-\$65,000.00
<b>Business Title:</b> Assistant Plan Examiner	<b>Work Location:</b> NYC - All Boroughs
<b>Division/Work Unit:</b> Citywide	<b>Number of Positions:</b> 10
<b>Job ID:</b> 201375	<b>Hours/Shift:</b> 35 Hours (minimum)
<b>Job Description</b>	
<p>Under general supervision, perform responsible supervisory and detail oriented work, in the engineering or architectural analysis of structures and building equipment systems, and the examination of plans for the construction, alteration or repair of buildings and equipment systems under the jurisdiction of the Department of Buildings. Will perform work related to the following responsibilities: Examining and reviewing design and/or equipment plans and specifications for the construction, alteration or repair of buildings under the jurisdiction of the Department of Buildings to note compliance with and violation of Building Code provisions and other pertinent codes and regulations regarding structures, materials, applications, and methods of construction, etc. Interpreting the Building Code, Zoning Resolution and other rules, regulations and legislation as they apply to the legality of proposed building construction, alteration or repair, including all Energy code requirements. Preparing reports and recommendations on the approval of applications and the issuance of permits for building construction. Engaging in research, investigations, studies and examinations related to the construction or demolition of structures subject to the provisions of the Construction Code. May be required to perform fieldwork to make on site determination of structural stability and safety. Additional duties and projects as needed.</p>	
<b>Minimum Qualification Requirements</b>	
<ol style="list-style-type: none"> <li>1. Five years of full-time paid experience in the inspection of buildings for compliance with the New York City Multiple Dwelling Law, Housing Maintenance Code, Building Code, Zoning Regulations and other pertinent laws, rules and regulations; or</li> <li>2. An associate degree from an accredited college in civil or mechanical engineering technology, architectural technology, or a related field and three years of full-time paid experience in building design or the engineering and/or architectural aspects related to building design and/or construction; or</li> <li>3. Education and/or experience which is equivalent to "1" or "2".</li> </ol>	
<b>Preferred Skills</b>	
Working knowledge of the NYC Construction Code and Zoning Resolution. Excellent communication and organizational skills.	
<b>Residency Requirement</b>	
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 the agency representative at the time of interview.	
<b>To Apply</b>	
<p><b>For Non-City/External Candidates:</b> Visit the <a href="http://www.nyc.gov/jobs/search">www.nyc.gov/jobs/search</a> and search for the specific Job ID #201375.</p> <p><b>For Current City Employees:</b> Visit <a href="http://www.nyc.gov/ess">www.nyc.gov/ess</a> to view and apply for available positions. Click on Recruiting Activities, Careers, and search for the specific Job ID #201375.          No phone calls, faxes or personal inquiries permitted.          NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED</p>	
<b>Posting Date:</b> 09/28/2015	<b>Post Until:</b> Filled

**The City of New York is an Equal Opportunity Employer**