

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

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| Civil Service Title: INSPECTOR (ELEVATORS) | Level: 00 |
| Title Code No: 31624 | Salary: \$51,936 Annually |
| Business Title: Elevator Inspector | Work Location: 280 Broadway, 4th Floor, N.Y. |
| Division/Work Unit: Construction Safety/Elevators | Number of Positions: 20 |
| Job ID: 193951 | Hours/Shift: 40 hours (minimum) |

Job Description

The NYC Department of Buildings is responsible for ensuring the safe and lawful use of buildings and properties by enforcing the NYC Construction Codes, Energy Code and Zoning Resolution. We facilitate compliant development with integrity, efficiency and professionalism. We are committed to becoming a premier municipal building organization, dedicated to enhancing the quality of life for all New Yorkers and making our city safer. We are committed to improving our performance and developing procedures that are streamlined, understandable and transparent.

As an Elevator Inspector, the selected candidate will:

- Perform technical work in the inspection of construction alteration and safety of elevators, escalators, amusement rides and other related devices for compliance of codes and regulations
- Witness safety tests on high-speed elevators.
- Perform spot-checks and audits on elevator escalator and amusement devices
- Investigate citywide accidents and complaints of adverse inspection reports.
- Review and examine plans for elevator installations or alterations for conformity with the New York City Building Code and make reports or objections.
- Answer contractor and property owner inquiries regarding the New York City Building Code as it applies to elevator construction.

Candidates must pass a drug screening in order to be appointed.

Minimum Qualification Requirements

1. Five years of full-time satisfactory experience within the last 15 years in the actual assembly, installation, repair or design of elevators; or as a maintenance elevator mechanic with a recognized elevator manufacturer; or as a maintenance elevator mechanic working on various standard makes of elevators; or
2. Three years of experience as described in 1" above, and two years of education 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), technical school or trade school approved by a states Department of Education in courses in or directly related to the installation, repair or design of elevators; or
3. Satisfactory completion of the three-year apprenticeship elevator inspection program approved by the Commissioner of the Department of Buildings and the Commissioner of the Department of Citywide Administrative Services and either two years of experience as described in 1" above or two years of education as described in 2" above; or
4. A license as a professional engineer or a registration as an architect valid in the State of New York.

Preferred Skills

- QEI Certification preferred.
- Knowledge of NYC Construction Codes.
- Excellent communication and organization skills.
- Strong Computer skills including the use of Microsoft Word, Excel and Windows.

Residency Requirement

New York City Residency is not required for this position

To Apply

For Non-City/External Candidates: Visit the [External Applicant NYC Careers site](#) and search for the specific Job ID # 193951.

For Current City Employees: Visit [Employee Self-Service \(ESS\)](#) to view and apply for available positions. Click on Recruiting Activities, Careers, and search for the specific Job ID # 193951.

No phone calls, faxes or personal inquiries permitted.

NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED

Posting Date: 5/20/15

Post Until: Filled