

## FULL TIME POSITION:

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### Workforce Development Corporation ("WDC") Engineering Hiring Manager, NYC Tech Talent Pipeline

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#### AGENCY DESCRIPTION:

The New York City Department of Small Business Services (SBS) helps unlock economic potential and create economic security for all New Yorkers by connecting New Yorkers to good jobs, creating stronger businesses, and building a fairer economy in neighborhoods across the five boroughs.

#### ABOUT THE WDC:

The WDC is an independent 501(c)(3) not-for-profit created by the City of New York (the "City") specifically for the purpose of assisting the City in developing and funding workforce initiatives. In furtherance of this purpose, the WDC and SBS work in a partnership consisting of, among other things, jointly developing, funding and managing workforce and training initiatives, and resource sharing.

#### ABOUT THE NYC TECH TALENT PIPELINE:

The NYC Tech Talent Pipeline (TTP), an initiative of the WDC, is the City of New York's tech Industry Partnership, launched in 2014 by Mayor Bill de Blasio to support the growth of the NYC tech ecosystem by delivering quality jobs for New Yorkers and quality talent for the city's businesses.

Driven by a network of 150+ tech employers, TTP works with public and private employers to define industry needs, develop education and training solutions to meet those needs, and catalyze systemic change needed to deliver talent and job opportunities across the five boroughs.

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#### Job Description:

The WDC is looking for an engineering hiring manager to join us for an exciting initiative to embed tech recruiting services in the City's workforce system. The Engineering Hiring Manager, **who will be employed for a one-year term**, will play a key role in TTP's effort to surface great tech talent from non-traditional backgrounds for opportunities in NYC's growing tech industry. The WDC cannot guarantee any further employment at the end of the Fixed Term, but may, at its discretion and depending on the availability of funding, elect to offer the selected candidate a further term of employment on either a temporary or permanent basis.

The Engineering Hiring Manager will use an industry-informed assessment to help identify great candidates for upcoming entry-level opportunities with NYC's tech employers, and assist individuals in becoming stronger candidates by providing feedback and guidance. Overall, this position will be instrumental in working closely with staff to continuously improve and lay the groundwork for a successful long-term service.

It is anticipated that the Engineering Hiring Manager would work closely with a Recruiter who would focus on the non-technical (professional skill set) aspects of candidate assessment and feedback.

#### Job Responsibilities:

- Use industry-informed assessment to evaluate candidates' technical skill.
- Design and/or suggest tools and rubric to support evaluation of candidates' technical skill.
- Provide feedback to candidates about strengths and areas for improvement.
- Continuously evaluate effectiveness of the assessment, create new content, provide recommendations for improvements, and lead implementation of any technical changes, as needed.

The Workforce Development Corporation is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities.

- Collect and aggregate information for provision to training and education providers.
- Design and deliver workshops to help candidates improve their readiness for technical interviews.

**Preferred Skills:**

- Proficiency working in multiple coding languages; must be comfortable with leveraging core knowledge to review code in new or unfamiliar languages.
- Ability to communicate technical ideas written and orally to a non-technical audience
- Experience creating, evaluating, and/or improving technical assessment tasks, for example by creating or iterating on coding challenges for software engineer candidates at a tech company.

**Qualifications:**

- Minimum of 2 years as software engineer, developer, or related role in a professional setting.
- Knowledge of full-stack web development and/or mobile development.
- Experience conducting technical interviews, assessing candidates' performance, and communicating the results directly to candidates as well as to multiple stakeholders.

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**How to Apply:**

To apply for this position, please email the following materials with the subject line:

**“Engineering Hiring Manager WDC”**

To: [careers@sbs.nyc.gov](mailto:careers@sbs.nyc.gov)

**Expected Salary Range:** Commensurate with Experience

**NOTE:**

**The term of this position will be for one (1) year.**

**ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.**

If you do not have access to email, mail your cover letter & resume to:

C. Dennis, c/o The NYC Department of Small Business Services  
110 William Street, 7<sup>th</sup> Floor, New York, New York 10038