



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

## **CITYWIDE JOB VACANCY NOTICE: Job ID No. 713303**

**Office Title:** Structural Project Manager

**Civil Service Title:** Associate Project Manager    **Title Code No:** 22427    **Level:** II

**Salary:** \$105,000 - \$113,000

**Number of Positions:** 1

**Work Location:** Olmsted Center, Queens

NYC Parks is an award-winning city Agency that builds and cares for public spaces for New Yorkers to connect, play and enjoy. These public spaces, encompassing over 5,000 properties and 14% of the city's land and a third of its coastline, include seawalls and waterfronts, pedestrian bridges, beaches and boardwalks, parks and playgrounds, historic houses, recreation centers and pools.

### **Major Responsibilities**

- Under supervision, plan, coordinate and direct the implementation of design and construction of moderate and large projects for our Capital Projects Division.
- Complete administrative and project management tasks to advance design and construction.
- Develop and implement office policies and procedures to facilitate project and contract management.
- Perform inspections and assessments of existing sites and structures to plan future projects or evaluate ongoing work.
- Facilitate project-specific interagency work such as filings, permits, coordination and approvals.
- Work with construction supervision staff, contractors and consultants to ensure projects are properly constructed.
- When directed, manage and review consultant solicitations, workflow, reports and designs.
- For review by senior licensed engineers, develop designs, drawings, specifications and estimates for the repair or construction of various structures.
- Perform miscellaneous technical tasks as needed to provide safe and sustainable parks and recreation for people and the City of New York.

### **Qualification Requirements**

**\*This vacancy is only open to 1) current permanent city employees serving in the Associate Project Manager civil service title or 2) on leave from the title or 3) permanent city employees in or on leave from a comparable title or 4) city employees who are reachable on the Associate Project Manager civil service list or a comparable civil service list.**

**Note: To be eligible for placement in Assignment Level II, candidates must have at least one additional year of experience in a supervisory capacity or have served for at least one year as a project manager for a large and/or complex construction project.**

This position is exempt from NYC residency requirements.

### **Preferred Skills/Qualifications**

1. Bachelor's or master's degree in structural engineering or related discipline.
2. Engineer in Training qualification.
3. Excellent communication, interpersonal and organizational skills.
4. Experience with construction, especially site work.
5. Familiarity with the NYC Building Code, and other relevant codes and standards.
6. Experience with design of retaining walls and similar structures.
7. Driver license valid in New York State.

### **How to Apply**

#### **All Applicants**

**Click Here to Apply:** [Structural Project Manager](#) OR

**Go to [cityjobs.nyc.gov](https://cityjobs.nyc.gov) and search for Job ID# 713303.**

***All applicants must apply via cityjobs.nyc.gov. The City is no longer using ESS to accept applications.***

**\*Current Employees please include your ERN on your cover letter and resume.**

**POST DATE: 10/10/2025**

**POST UNTIL: 10/27/2025\***

**NOTE:** All resumes must be received no later than the last day of the posting period. \*Posting period extended to 10/27/2025. Previous applicants are still under consideration and need not reapply. References will be required upon request.

**[nyc.gov/parks](https://nyc.gov/parks)**

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**TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115.**

**For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](#)**