

# Job Description

**Job Title:** Senior Quality Control Spc I, II, III    **Agency:** New York City Transit  
**Job ID:** 80168    **Department:** Subways  
**Location:** Manhattan - Downtown    **Division:** Operations Support/Admin  
**Full/Part Time:** Full-Time    **RC:** Capital Programs  
**Regular/Temporary:** Regular

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### Job Information

Title: Senior Quality Control Specialist I,II,III (TA)  
First Date of Posting: 6/09/2014  
Last Date of Filing: 7/03/2014  
Authority: TA  
Department: Subways  
Division/Unit: Capital Programs  
Reports to: Senior Director, Program Mgmt & Oversight  
Work Location: 2 Browadway, Manhattan  
Hours of Work: As required

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### Compensation

Senior Quality Control Specialist I: \$68,188 - \$77,056  
Senior Quality Control Specialist II: \$73,646 - \$82,481  
Senior Quality Control Specialist III: \$79,536 - \$87,413

### Responsibilities

This incumbent will be primarily responsible for providing oversight, tracking of thousands of defects and coordination of work between the Stations and Infrastructure program areas. The incumbent will also be required to provide oversight and direction for the increasing number of projects scoped, managed and closed-out by Capital Programs, and projects awarded to the Infrastructure Capital Construction Group. Prepare and analyze operating budget impacts of capital investments; perform field visits to monitor construction progress and compliance; track TA Labor and EFA expenditures; prepare, track, review and/or approve budget modification staff summaries; prepare detailed cost benefit and alternative analyses; aid in the development of strategic planning documents for transit system improvements; attend and provide input at construction job progress meetings; and make recommendations on project acceptance and other construction management issues. Coordinate the planning and scheduling of projects within the program, assist in developing the scope and master plans, manage and coordinate the planning of capital projects for award to the in-house forces, provide budget oversight during construction and the beneficial use/financial closeout of projects.

### Education and Experience

A baccalaureate degree in engineering, industrial technology, or a related field from an accredited college and four (4) years of full-time paid professional experience in qualify control including the preparation of detailed plans for inspection of vendor materials, in-process inspection, final inspection, and other types of inspection; the application of non-destructive tests, calibration systems, and valid sampling plans; or

At least 60 credits from an accredited community college or technical institution with specialization in engineering technology or a related field and six years of experience described above.

**Senior Quality Control Specialist Level II**

Candidates must have served at least one year at Level I or must possess at least one additional year of qualifying experience.

**Senior Quality Control Specialist Level III**

Candidates must have served at least one year at Level II or must possess at least two additional years of qualifying experience. All Level III incumbents must possess training and/or certification in Quality Management related areas appropriate for specialized assignments in their respective Department.

**Desired Skills**

1. Knowledge of the Department of Subways' operating and maintenance requirements.
2. Excellent written and verbal communication skills.
3. Knowledge and experience preparing user-specific scopes of work and overseeing the implementation of projects that require comprehensive scheduling & coordination in field construction.
4. Ability to develop, collect, formulate and maintain databases, spreadsheets, estimates, project schedules and reports.
5. Strong computer skills, financial analysis, budget and project management experience.
6. Experience in architecture, business/public administration.

**Selection Method**

Based on evaluation of education, skills, experience and interview.

All selected candidates will be subject to a full background investigation that includes employment and education. Discrepancies may lead to dismissal.

All appointments, with the exception of Department of Subways employees on MaBSTOA payroll, will be made on the NYCT payroll.

**How To Apply**

Qualified applicants can submit an online application by clicking on the 'APPLY NOW' button from either the CAREERS page or from the JOB DESCRIPTION page.

If you have previously applied on line for other positions, enter your User Name and Password. If it is your first registration, click on the CLICK HERE TO REGISTER hyperlink and enter a User Name and Password; then click on the REGISTER button.

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