

# Personnel and Civil Service

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827

Linda Parke Personnel Officer ☎ 607 687 8494 📠 607 223 7074 🌐 [www.TiogaCountyNY.gov](http://www.TiogaCountyNY.gov)



## NOTICE OF VACANCY

### Deputy Commissioner of Public Works

**Date of Issue: 03/06/24.** This position involves responsibility for assisting the Commissioner of Public Works in the overall management of the Department of Public Works. This entails developing plans, estimates and specifications for Building and Grounds, and Highway Department projects as well as performing inspections of these projects. Work is performed in accordance with the general policies of the Public Works Committee of the Tioga County Legislature. Wide latitude is given for the exercise of independent judgment in planning, developing, directing and coordinating department projects. Supervision is exercised over subordinate departmental staff. Does related work as required.

The title of Deputy Commissioner of Public Works is **Exempt**, under Tioga County's Civil Service Rules. The appointee serves at the pleasure of the Commissioner of Public Works. Pending a criminal background check\*, appointment may be made to this position.

**Status:** Permanent

**Work Hours:** Full time, 35 hour work-week

**Salary:** \$60,979 - \$70,979/year w/o PE license; \$71,254 - \$81,254 w/ PE license (2024 M/C);  
Benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan

**Location:** Tioga County Department of Public Works

**PREFERRED QUALIFICATIONS:** Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in civil engineering or a closely related degree **AND** two (2) years of civil engineering full-time work experience or its part-time equivalent.

**SPECIAL REQUIREMENTS:** If the candidate does not possess a New York State Professional Engineer's License at time of appointment, then he/she must have passed the New York State Fundamentals of Engineering exam or be eligible to take the New York State Fundamentals of Engineering exam within one year from the date of appointment. Permanent appointment is contingent upon passing the New York State Fundamentals of Engineering exam within two years of employment.

**Apply online** by using our "Online Application Tool":  
<https://www.tiogacountyny.com/departments/personnel-civil-service/>

**Apply by: Applications accepted until the position has been filled.**

*Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.*

\*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records